

URBAN/MUNICIPAL

CA4 ON HBL V89

A35

1994

AGENDA OF THE MEETINGS OF THE
HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES BOARD OF
DIRECTORS
JANUARY 7, 1994-



**Copps
Coliseum**

URBAN/MUNICIPAL

CA4 ON HB L V89

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1994

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

HECFI Corporate Offices
101 York Blvd.
HAMILTON, ONTARIO
CANADA L8R 3L4
Tel. 416/546-4000
Fax 416/527-6856

REGULAR MEETING OF THE BOARD OF DIRECTORS

Friday, January 7, 1994

8:00 a.m.

HAMILTON CONVENTION CENTRE

Room 314

**ORDER OF BUSINESS
REGULAR AGENDA**

URBAN M.
DEC 1993
GOVERNMENT DOCUMENTS

DECLARATION OF CONFLICT OF INTEREST

- | | | |
|----|---|---------------------|
| 1. | Oath of Appointed Office : Citizen Appointee | Attachment 1 |
| 2. | Election of Officers
Appointment of Committee Membership | Attachment 2 |
| 3. | Standing Committee Terms of Reference | Attachment 3 |
| 4. | Board and Standing Committee Meeting Schedule | Attachment 4 |
| 5. | New Business | |
| 6. | Other Business | |
| 7. | Motion to Adjourn | |

December 31, 1993

Patricia Bennett

Secretary to the Board of Directors

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MEMO TO: **H.E.C.F.I. BOARD OF DIRECTORS**

FROM: Gabe Macaluso Patricia Bennett
 Managing Director/CEO Legislative Assistant

DATE: December 31, 1993

SUBJECT: **OATH OF APPOINTED OFFICE**

RECOMMENDATION:

THAT THE 1994 CITIZEN APPOINTEES; Mrs. Mary Dow, Mr. Marvin Ryder, and Mr. Fred Deys, TAKE THE OATH OF APPOINTED OFFICE AT THE REGULAR MEETING OF THE H.E.C.F.I. BOARD OF DIRECTORS JANUARY 7, 1994.

BACKGROUND:

- City Council, at its meeting held 1991 October 29 adopted the recommendation "*That citizens appointed by Council to Boards, Commissions and Committees be required to take an Oath of Appointed Office, similar to that taken by members of City Council...*" and "*... that the City Solicitor provide a briefing of the Conflict of Interest rules and their practical application to all successful applicants prior to assuming their appointed responsibilities.*"
- The City Clerk will administer the Oath of Appointed Office as follows:

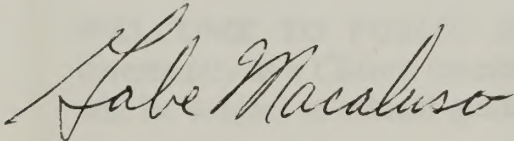
"I,....., do solemnly promise and declare that I will truly, faithfully and impartially, to the best of my knowledge and ability, execute the office of Member/Director of the Hamilton Entertainment and Convention Facilities Board, to which I have been appointed in this municipality, that I have not received and will not receive any payment or reward, or promise thereof, for the exercise of any partiality or malversation or other undue execution of such office, and that I have not by myself or partner, either directly or indirectly, any interest in any contract with or on behalf of the H.E.C.F.I. corporation except that arising out of my office as Member/Director.

MEMORANDUM OF THE CITY OF HAMILTON

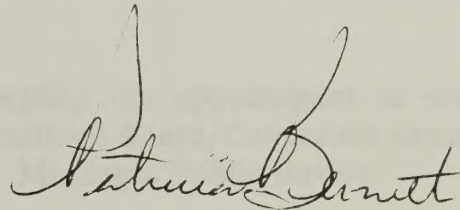
MEMORANDUM

- A copy of the City Solicitor's March 3, 1992 memorandum respecting Conflict of Interest Guidelines is attached.
- A copy of the *Municipal Conflict of Interest Act, 1983, February 1989* is also attached.

Respectfully submitted,



Gabe Macaluso
Managing Director/CEO



Patricia Bennett
Legislative Assistant

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

.....

TO: Member
Board/Committee
City of Hamilton

FROM: P. Noël Johnson
City Solicitor
Law Department

PHONE: 546-4520

SUBJECT: Conflict of Interest Guidelines

DATE: 1992 March 3

WELCOME TO PUBLIC SERVICE! By accepting the appointment to serve your community as a Citizen member in the City of Hamilton's Board/Committee structure, you will be subject to **ethical guidelines** that apply to Municipal Public service.

Those in public service must engender the public's confidence in exercising their authority in the best interests of that public, untouched by the perception of personal gain. The integrity of the member is not in question; each member, however, must ensure that their personal interests may not influence (or be perceived to influence) their public decisions.

To encourage citizens to participate in the democratic process and guide them through the issue of potential economic conflict between personal and public interest, the Province of Ontario has enacted rules set down in Statute (the Municipal Conflict of Interest Act); these rules have been interpreted by a growing volume of case law. This Statute is currently the subject of a report by the *Municipal Conflict of Interest Consultation Committee* to the Minister of Municipal Affairs (July 1991). This Committee has recommended a statement of purpose to clarify the intent of the legislation:

- ♦ to preserve the integrity of the local government decision-making process;
- ⊙ to ensure that members' personal pecuniary interests do not affect their public duties;
- ♥ to ensure that members do not use their public office to further their personal pecuniary interests;
- ♣ to provide a procedure for disclosure of pecuniary interest and for withdrawal from the decision-making process where the personal pecuniary interest of a member may conflict with the public interest (where exceptions do not apply).

The following are **guidelines** offered to assist you in recognizing a potential for conflict and avoiding a conflict between your personal interests and the position of public trust as a Committee/Board member.

1. Recognize the potential for a personal financial interest in an item to be or under discussion by your Committee/Board. *This is easier said than done.*

The interest may exist through employment, business or as a controlling shareholder in public corporation or simply as a shareholder or director of a private corporation.

A member may also have an interest through a parent, spouse or child.

2. In the event of a potential conflict, do any of the following exemptions apply?

same interest as community eg. ratepayers

remote or insignificant, not likely to influence the person

3. Once the member has determined (*and its YOUR call*) that a potential conflict of personal/public interest does exist, the following procedure is recommended:

Prior to consideration of the matter, disclose the general nature of the interest - Do Not discuss the matter with any committee/board member unless and until disclosure of interest and withdrawal from decision process.

Take no part in consideration of the matter or vote on any question

Do not attempt to influence the voting on any question on the matter;

If the Committee/Board is in private, In-Camera Session, leave the meeting;

If absent from the meeting at which matter is discussed, make your disclosure at the next session.

NOTE: BY DISCLOSING THE INTEREST AND WITHDRAWING FROM THE DECISION-MAKING PROCESS, THE MEMBER HAS REVERTED TO A MEMBER OF THE PUBLIC FOR ANY TIME THE MATTER AFFECTED BY YOUR PERSONAL INTEREST IS DISCUSSED.

Government
of
Ontario



Gouvernement
de
l'Ontario

Municipal Conflict of Interest Act, 1983

Statutes of Ontario, 1983
Chapter 8

as amended by
1986, Chapter 64, s. 38 and
1988, Chapter 31, s. 17

Published by the
Ministry of the Attorney General

Printed by Dennis P. Caplao,
*Queen's Printer for Ontario

Loi de 1983 sur les conflits d'intérêts municipaux

Lois de l'Ontario de 1983
Chapitre 8

tel qu'il est modifié par
l'art. 38 du chap. 64 de 1986
et l'art. 17 du chap. 31
de 1988

Publié par le
ministère du Procureur général

Imprimé par Dennis P. Caplao,
*Imprimeur de la Reine pour l'Ontario

OFFICE CONSOLIDATION

THIS CONSOLIDATION IS PREPARED FOR PURPOSES OF CONVENIENCE ONLY, AND FOR ACCURATE REFERENCE RECOURSE SHOULD BE HAD TO THE STATUTES.

THE FRENCH TEXT OF THIS ACT HAS NOT BEEN ENACTED BY THE LEGISLATIVE ASSEMBLY, BUT IT IS AN OFFICIAL TRANSLATION WHICH MAY BE ADMITTED IN EVIDENCE UNDER SUBSECTION 25 (2) OF THE EVIDENCE ACT, CHAPTER 145 OF THE REVISED STATUTES OF ONTARIO, 1990.

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CHAPTER 8

Municipal Conflict of Interest Act, 1983

Definitions

1. In this Act,

- (a) "child" means a child born within or outside marriage and includes an adopted child and a person whom a parent has demonstrated a settled intention to treat as a child of his or her family; ("enfant")
- (b) "controlling interest" means the interest that a person has in a corporation when he beneficially owns, directly or indirectly, or exercises control or direction over, equity shares of the corporation carrying more than 10 per cent of the voting rights attached to all equity shares of the corporation for the time being outstanding; ("intérêts majoritaires")
- (c) "council" means the council of a municipality other than an improvement district and means the board of trustees of a municipality that is an improvement district; ("conseil")
- (d) "elector" means,
 - (i) in respect of a municipality, or a local board thereof, other than a school board, a person entitled to vote at a municipal election in the municipality, and
 - (ii) in respect of a school board, a person entitled to vote at the election of members of the school board; ("électeur")
- (e) "interest in common with electors generally" means a pecuniary interest in common with the electors within the area of jurisdiction and, where the matter under consideration affects only part of the area of jurisdiction, means a pecuniary interest in common with the electors within that part; ("intérêt commun à tous les électeurs")

- (f) "judge" means a judge of the county or district court of the county or district in which the municipality or the administrative or head office of the local board is situate, or if, through illness or absence there is no judge of that court able to act, a judge of the county or district court of a county or district that adjoins the county or district in which the municipality or the administrative or head office of the local board is situate; ("juge")
- (g) "local board" means a school board, board of directors of a children's aid society, committee of adjustment, committee of management of a community recreation centre, conservation authority, court of revision, land division committee, public utilities commission, public library board, board of management of an improvement area, board of park management, board of health, board of commissioners of police, planning board, district welfare administration board, trustees of a police village, board of trustees of a police village, board or committee of management of a home for the aged, suburban roads commission or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act in respect of any of the affairs or purposes, including school purposes, of a municipality or of two or more municipalities or parts thereof, but does not include a committee of management of a community recreation centre appointed by a school board, a local roads board, a local services board or a negotiating committee appointed under the *Municipal Boundary Negotiations Act, 1981*; ("conseil local")
- (h) "meeting" includes any regular, special, committee or other meeting of a council or local board, as the case may be; ("réunion")
- (i) "member" means a member of a council or of a local board; ("membre")
- (j) "municipality" means the corporation of a county, city, town, village, township or improvement district or of a metropolitan, regional or district municipality and a board, commission or other local authority exercising any power in respect of municipal affairs or purposes, including school purposes, in territory without municipal organization, but does not include a committee of management of a com-

munity recreation centre appointed by a school board, a local roads board or a local services board; ("municipalité")

- (k) "parent" means a person who has demonstrated a settled intention to treat a child as a member of his or her family whether or not that person is the natural parent of the child; ("père ou mère")
- (l) "school board" means a board of education, public school board, secondary school board, Roman Catholic separate school board or Protestant separate school board and includes a divisional board of education; ("conseil scolaire")
- (m) "senior officer" means the chairman or any vice-chairman of the board of directors, the president, any vice-president, the secretary, the treasurer or the general manager of a corporation or any other person who performs functions for the corporation similar to those normally performed by a person occupying any such office; ("dirigeant")
- (n) "spouse" means a person of the opposite sex to whom the person is married or with whom the person is living in a conjugal relationship outside marriage. ("conjoint") 1983, c. 8, s. 1; 1986, c. 64, s. 38.

Indirect
pecuniary
interest

2. For the purposes of this Act, a member has an indirect pecuniary interest in any matter in which the council or local board, as the case may be, is concerned, if,

(a) he or his nominee,

- (i) is a shareholder in, or a director or senior officer of, a corporation that does not offer its securities to the public,
- (ii) has a controlling interest in or is a director or senior officer of, a corporation that offers its securities to the public, or
- (iii) is a member of a body,

that has a pecuniary interest in the matter; or

(b) he is a partner of a person or is in the employment of a person or body that has a pecuniary interest in the matter. 1983, c. 8, s. 2.

Interest of
certain
relatives
deemed that
of member

3. For the purposes of this Act, the pecuniary interest, direct or indirect, of a parent or the spouse or any child of the member shall, if known to the member, be deemed to be also the pecuniary interest of the member. 1983, c. 8, s. 3.

EXCEPTIONS

Where s. 5
does not
apply

4. Section 5 does not apply to a pecuniary interest in any matter that a member may have,

- (a) as a user of any public utility service supplied to him by the municipality or local board in like manner and subject to the like conditions as are applicable in the case of persons who are not members;
- (b) by reason of his being entitled to receive on terms common to other persons any service or commodity or any subsidy, loan or other such benefit offered by the municipality or local board;
- (c) by reason of his purchasing or owning a debenture of the municipality or local board;
- (d) by reason of his having made a deposit with the municipality or local board, the whole or part of which is or may be returnable to him in like manner as such a deposit is or may be returnable to all other electors;
- (e) by reason of having an interest in any property affected by a work under the *Drainage Act* or under the *Local Improvement Act*;
- (f) by reason of having an interest in farm lands that are exempted from taxation for certain expenditures under the *Assessment Act*;
- (g) by reason of the member being eligible for election or appointment to fill a vacancy, office or position in the council or local board when the council or local board is empowered or required by any general or special Act to fill such vacancy, office or position;
- (h) by reason only of his being a director or senior officer of a corporation incorporated for the purpose of carrying on business for and on behalf of the municipality or local board or by reason only of his being a member of a board, commission, or other body as an appointee of a council or local board;

R.S.O. 1980,
cc. 126, 250

R.S.O. 1980,
c. 31

R.S.O. 1980,
c. 302

- (i) in respect of an allowance for attendance at meetings, or any other allowance, honorarium, remuneration, salary or benefit to which he may be entitled by reason of being a member or under a by-law passed pursuant to section 252 of the *Municipal Act*, or as a member of a volunteer fire brigade, as the case may be;
- (j) by reason of the member having a pecuniary interest which is an interest in common with electors generally; or
- (k) by reason only of an interest of the member which is so remote or insignificant in its nature that it cannot reasonably be regarded as likely to influence the member. 1983, c. 8, s. 4.

DUTY OF MEMBER

When present at meeting at which matter considered

5.—(1) Where a member, either on his own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council or local board at which the matter is the subject of consideration, he,

- (a) shall, prior to any consideration of the matter at the meeting, disclose his interest and the general nature thereof;
- (b) shall not take part in the discussion of, or vote on any question in respect of the matter; and
- (c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question.

Where member to leave closed meeting

(2) Where the meeting referred to in subsection (1) is not open to the public, in addition to complying with the requirements of that subsection, the member shall forthwith leave the meeting or the part of the meeting during which the matter is under consideration.

When absent from meeting at which matter considered

(3) Where the interest of a member has not been disclosed as required by subsection (1) by reason of his absence from the meeting referred to therein, the member shall disclose his interest and otherwise comply with subsection (1) at the first meeting of the council or local board, as the case may be, attended by him after the meeting referred to in subsection (1). 1983, c. 8, s. 5.

RECORD OF DISCLOSURE

Disclosure to
be recorded
in minutes

6.—(1) Every declaration of interest and the general nature thereof made under section 5 shall, where the meeting is open to the public, be recorded in the minutes of the meeting by the clerk of the municipality or secretary of the committee or local board, as the case may be.

Idem

(2) Every declaration of interest made under section 5, but not the general nature of that interest, shall, where the meeting is not open to the public, be recorded in the minutes of the next meeting that is open to the public. 1983, c. 8, s. 6.

REMEDY FOR LACK OF QUORUM

Quorum
deemed
constituted

7.—(1) Where the number of members who, by reason of the provisions of this Act, are disabled from participating in a meeting is such that at that meeting the remaining members are not of sufficient number to constitute a quorum, then, notwithstanding any other general or special Act, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two.

Application
to judge

(2) Where in the circumstances mentioned in subsection (1), the remaining number of members who are not disabled from participating in the meeting is less than two, the council or local board may apply to a judge on an *ex parte* basis for an order authorizing the council or local board, as the case may be, to give consideration to, discuss and vote on the matter out of which the interest arises.

Power of
judge to
declare s. 5
not to apply

(3) The judge may, on an application brought under subsection (2), by order, declare that section 5 does not apply to the council or local board, as the case may be, in respect of the matter in relation to which the application is brought, and the council or local board thereupon may give consideration to, discuss and vote on the matter in the same manner as though none of the members had any interest therein, subject only to such conditions and directions as the judge may consider appropriate and so order. 1983, c. 8, s. 7.

ACTION WHERE CONTRAVENTION ALLEGED

Who may try
alleged
contravention
of s. 5 (1-3)

8. The question of whether or not a member has contravened subsection 5 (1), (2) or (3) may be tried and determined by a judge. 1983, c. 8, s. 8.

Who may
apply to
judge

9.—(1) Subject to subsection (3), an elector may, within six weeks after the fact comes to his knowledge that a member may have contravened subsection 5 (1), (2) or (3), apply to

the judge by way of originating notice of motion in the manner prescribed by the rules of court for a determination of the question of whether the member has contravened subsection 5 (1), (2) or (3).

Contents of
notice of
motion

(2) The elector in his notice of motion shall state the grounds for finding a contravention by the member of subsection 5 (1), (2) or (3).

Time for
bringing
application
limited

(3) No application shall be brought under subsection (1) after the expiration of six years from the time at which the contravention is alleged to have occurred. 1983, c. 8, s. 9.

Power of
judge to
declare seat
vacant,
disqualify
member and
require
restitution

10.—(1) Subject to subsection (2), where the judge determines that a member or a former member while he was a member has contravened subsection 5 (1), (2) or (3), he,

- (a) shall, in the case of a member, declare the seat of the member vacant; and
- (b) may disqualify the member or former member from being a member during a period thereafter of not more than seven years; and
- (c) may, where the contravention has resulted in personal financial gain, require the member or former member to make restitution to the party suffering the loss, or, where such party is not readily ascertainable, to the municipality or local board of which he is a member or former member.

Saving by
reason of
inadvertence
or *bona fide*
error

(2) Where the judge determines that a member or a former member while he was a member has contravened subsection 5 (1), (2) or (3), if the judge finds that the contravention was committed through inadvertence or by reason of a *bona fide* error in judgment, the member is not subject to having his seat declared vacant and the member or former member is not subject to being disqualified as a member, as provided by subsection (1).

Member
not to be
suspended

(3) The authority to disqualify a member in subsection (1) does not include the right to suspend a member. 1983, c. 8, s. 10.

Appeal to
Divisional
Court

11.—(1) An appeal lies from any order made under section 10 to the Divisional Court in accordance with the rules of court.

Judgment or
new trial

(2) The Divisional Court may give any judgment that ought to have been pronounced, in which case its decision is final, or

the Divisional Court may grant a new trial for the purpose of taking evidence or additional evidence and may remit the case to the trial judge or another judge and, subject to any directions of the Divisional Court, the case shall be proceeded with as if there had been no appeal.

Appeal from
order or new
trial

(3) Where the case is remitted to a judge under subsection (2), an appeal lies from the order of the judge to the Divisional Court in accordance with the provisions of this section. 1983, c. 8, s. 11.

Proceedings
not
invalidated
but voidable

12. The failure of any person to comply with subsection 5 (1), (2) or (3) does not of itself invalidate any proceedings in respect of any such matter but the proceedings in respect of such matter are voidable at the instance of the municipality or of the local board, as the case may be, before the expiration of two years from the date of the passing of the by-law or resolution authorizing such matter unless to make void the proceedings would adversely affect the rights of any person acquired under or by virtue of the proceedings who acted in good faith and without actual notice of the failure to comply with subsection 5 (1), (2) or (3). 1983, c. 8, s. 12.

Procedure
substituted
for quo
warranto
proceedings

13. Proceedings to declare a seat vacant or to disqualify a member or former member for conflict of interest, or to require a member or former member to make restitution where a contravention has resulted in personal financial gain, shall be had and taken only under the provisions of this Act. 1983, c. 8, s. 13.

GENERAL

Insurance
R.S.O. 1980,
c. 302

14.—(1) Notwithstanding section 248 of the *Municipal Act*, the council of every municipality may at any time pass by-laws,

(a) for contracting for insurance;

R.S.O. 1980,
c. 218

(b) notwithstanding the *Insurance Act*, to enable the municipality to act as an insurer; and

(c) for exchanging with other municipalities in Ontario reciprocal contracts of indemnity or inter-insurance in accordance with Part XIII of the *Insurance Act*,

to protect a member of the council or of any local board thereof who has been found not to have contravened section 5, against any costs or expenses incurred by the member as a result of a proceeding brought under this Act, and for paying on behalf of or reimbursing the member for any such costs or expenses.

R.S.O. 1980,
c. 218 does
not apply

(1a) The *Insurance Act* does not apply to a municipality acting as an insurer for the purposes of subsection (1).

Surplus funds
R.S.O. 1980,
c. 218

(1b) Notwithstanding subsections 340 (1) and (2) of the *Insurance Act*, any surplus funds and the reserve fund of a municipal reciprocal exchange may be invested only in such securities as a municipality may invest in under subsection

R.S.O. 1980,
c. 302

165 (2) of the *Municipal Act*.

Reserve
funds

(1c) The moneys raised for a reserve fund of a municipal reciprocal exchange may be expended, pledged or applied to a purpose other than that for which the fund was established if two-thirds of the municipalities that are members of the exchange together with two-thirds of the municipalities that previously were members of the exchange and that may be subject to claims arising while they were members of the exchange agree in writing and if section 339 of the *Insurance Act* is complied with. 1988, c. 31, s. 17.

Local boards

(2) A local board has the same powers to provide insurance for or to make payments to or on behalf of its members as are conferred upon the council of a municipality under this section in respect of its members.

Former
members

(3) A by-law passed under this section may provide that it applies to a person who was a member at the time the circumstances giving rise to the proceeding occurred but who, prior to the judgment in the proceeding, has ceased to be a member. 1983, c. 8, s. 14 (2, 3).

Conflict with
other Acts

15. In the event of conflict between any provision of this Act and any provision of any general or special Act, the provision of this Act prevails. 1983, c. 8, s. 15.

2.
MEMO TO:

H.E.C.F.I. BOARD OF DIRECTORS

FROM:

Gabe Macaluso
Managing Director/CEO

Patricia Bennett
Legislative Assistant

DATE:

December 31, 1993

SUBJECT:

**ELECTION OF OFFICERS :
APPOINTMENT OF COMMITTEE MEMBERSHIP
VOTING PROCEDURES and BACKGROUND INFORMATION**

The following is voting criteria which is forwarded to you simply as a reminder of procedures to be followed during the election of officers and committee membership appointments:

- (i) Someone other than a Board Member must assume the Chair for the purpose of the election of the Chairman; thereafter the elections may be conducted by the newly elected Chairman;
- (ii) In respect of the election of the Chairman, First Vice-Chairman and Second Vice-Chairman, Bill Pr34 states as follows: clause 11 (4), "*At least one of the Chairman or First Vice-Chairman or second Vice-Chairman shall be a member of Council and at least one of them shall not be a Member of Council*"; and clause 11 (5), "*The Chairman, First Vice-Chairman and Second Vice-Chairman are eligible for re-election.*"
- (iii) Upon request by any Director of the Board, the balloting for elections shall be by secret ballot;
- (iv) Should only one person be nominated for a position then that person is declared elected by acclamation;
- (v) In order for an individual to become elected there must be a majority vote. If all members are not in attendance then the majority decreases accordingly;
- (vi) Should two or more individuals be nominated, no majority is reached and the individual with the least number of votes is dropped from the ballot. This procedure is continued until a majority is reached;

- (vii) Should a tie vote occur, a second ballot is taken. If the results of the second ballot remains a tie, the officer is elected by means of a draw by lot;
- (viii) Directors must be present in order to vote; proxy votes are not permitted;
- (vix) Directors may be elected/appointed if he/she is absent from the meeting. (A letter of acceptance or some other means of conveyance of acceptance should exist).
- (x) In respect of Standing Committees, H.E.C.F.I.'s By-Law No. 6 approved at the Board's February 8, 1993 Regular meeting, states as follows:

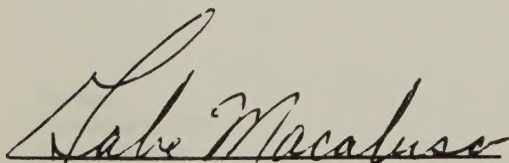
"Each Committee appointed shall be composed of not less than five (5) members of the Board, including the Mayor, the Chairman of the Board and three others.

All Committee Members shall be appointed annually by the full Board at its meeting held immediately subsequent to the Annual Meeting.

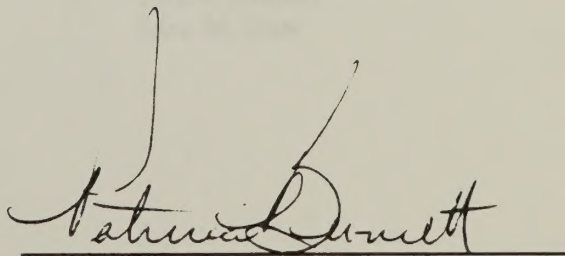
A Chairman and a Vice-Chairman of each Standing Committee shall be elected by the full Board at its meeting held immediately subsequently to the Annual Meeting."

For your information enclosed is a historical record of officers and committee membership from 1984 to 1993.

Respectfully submitted,



Gabe Macaluso
Managing Director/CEO



Patricia Bennett
Legislative Assistant

1993 H.E.C.F.I. Board of Directors

Mr. W. Tidball, Chairman
Alderman T. Anderson, First Vice-Chairman
Mr. F. DeNardis, Second Vice-Chairman
Mayor R. Morrow
Alderman B. Charters
Alderman F. Eisenberger
Alderman H. Merling
Mr. G. Kay
Mrs. M. Dow
Mr. M. Ryder
Mr. A. DiIanni
Mr. J. C. Nolan
Mr. J. Kujavsky
Mrs. J. Isbester

OPERATIONS COMMITTEE

Alderman H. Merling, Chairman
Mr. J. Kujavsky, Vice-Chairman
Mr. G. Kay
Mrs. M. Dow
Alderman B. Charters
Alderman T. Anderson
Mr. C. Nolan

**MARKETING AND SALES
COMMITTEE**

Mrs. M. Dow, Chairman
Alderman F. Eisenberger, Vice-Chairman
Mr. A. DiIanni
Mr. J. Kujavsky
Mr. G. Kay
Mr. F. DeNardis

**FINANCE AND ADMINISTRATION
COMMITTEE**

Mr. M. Ryder, Chairman
Mr. J. C. Nolan, Vice-Chairman
Mrs. J. Isbester
Mr. S. J. Kujavsky

SPECIAL AUDIT COMMITTEE

Mr. M. Ryder, Chairman
Mr. J. C. Nolan, Vice-Chairman
Mrs. J. Isbester
Mrs. M. Dow

1992
Board of Directors
Hamilton Entertainment and Convention Facilities Inc.

Mr. Gene Kay, Chairman
Alderman T. Anderson, First Vice-Chairman
Mr. W. Tidball, Second Vice-Chairman
Mayor R. Morrow
Alderman H. Merling
Alderman F. Eisenberger
Alderman B. Charters
Mr. N. Levitt
Mrs. M. Dow
Mr. M. Ryder
Mr. F. DeNardis
Mr. A. DiIanni
Mr. C. Nolan
Mr. J. Kujavsky

Operations Committee

Mayor R. Morrow
Mr. G. Kay, Board Chairman
Alderman H. Merling, Chairman
Mr. N. Levitt, Vice-Chairman
Alderman T. Anderson
Alderman B. Charters
Mrs. Mary Dow

Marketing and Sales Committee

Mayor R. Morrow
Mr. G. Kay, Board Chairman
Alderman F. Eisenberger, Chairman
Mrs. M. Dow, Vice-Chairman
Mr. A. DiIanni
Mr. F. DeNardis
Mr. J. Kujavsky

Finance and Administration

Mayor R. Morrow
Mr. G. Kay, Board Chairman
Mr. M. Ryder, Chairman
Mr. J. Kujavsky, Vice-Chairman
Mr. C. Nolan
Mr. W. Tidball

Special Audit

Mayor R. Morrow
Mr. G. Kay, Board Chairman
Mr. M. Ryder, Chairman
Mr. C. Nolan, Vice-Chairman
Mrs. M. Dow



Hamilton
Entertainment
and Convention
Facilities Inc.

101 York Boulevard
Hamilton, Ontario
Canada L8R 3L4
Tel. 416/546-4000
Fax 416/527-6856

1991

Board of Directors

Hamilton Entertainment and Convention Facilities Inc.

Mr. G. Kay, Chairman
Alderman D. Agostino, First Vice-Chairman
Mr. F. DeNardis, Second Vice-Chairman
Mayor R. Morrow
Alderman J. Gallagher
Alderman T. Murray
Alderman W. McCulloch
Alderman H. Merling
Alderman T. Jackson
Alderman D. Drury
Mr. N. Levitt
Mrs. M. Dow
Mr. W. J. Tidball
Ms. A. VanDuzer
Mr. W. McFarland
Mr. M. Ryder
Mr. A. Dilanni

**Finance & Administration
Committee**

Mayor R. Morrow
Mr. G. Kay, Chairman of the Board
Mr. W. McFarland, Chairman
Alderman T. Jackson, Vice-Chairman
Alderman W. McCulloch
Ms. A. VanDuzer
Mr. M. Ryder

**Marketing & Sales
Committee**

Mayor R. Morrow
Mr. G. Kay, Chairman of the Board
Alderman G. Gallagher, Chairman
Mrs. M. Dow, Vice-Chairman
Mr. F. DeNardis
Mr. A. Dilanni
Mr. M. Ryder
Alderman D. Agostino
Alderman D. Drury

**Operations
Committee**

Mayor R. Morrow
Mr. G. Kay, Chairman of the Board
Alderman T. Murray, Chairman
Alderman H. Merling, Vice-Chairman
Mr. W. Tidball
Mr. N. Levitt

Special Audit Committee

Mayor R. Morrow
Mr. G. Kay, Chairman of the Board
Mr. W. McFarland, Chairman
Mr. M. Ryder, Vice-Chairman
Mrs. M. Dow

Copra Collegium Committee

Mayor R. Morrow
Mr. G. Kay, Chairman of the Board
Alderman T. Murray, Chairman
Alderman J. Gallagher, Vice-Chairman
Alderman D. Agostino
Mr. W. McFarland
Mr. M. Ryder
Mrs. M. Dow

Hamilton Place Committee

Mayor R. Morrow
Mr. G. Kay, Chairman of the Board
Alderman H. Merling, Chairman
Mrs. M. Dow, Vice-Chairman
Alderman W. McCulloch
Alderman T. Jackson
Ms. A. VanDuzer
Mr. F. DeNardis

**Hamilton Convention Centre
Committee**

Mayor R. Morrow
Mr. G. Kay, Chairman of the Board
Mr. W. Tidball, Chairman
Mr. N. Levitt, Vice-Chairman
Alderman T. Jackson
Alderman D. Drury
Mr. M. Ryder



Hamilton
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and Convention
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101 York Boulevard
Hamilton, Ontario
Canada L8R 3L4
Tel. 416/546-4000
Fax 416/527-6856

1990

Board of Directors

Hamilton Entertainment and Convention Facilities Inc.

Alderman J. Gallagher, Chairman
Mr. F. DeNardis, First Vice-Chairman
Alderman D. Agostino, Second Vice Chairman
Mayor R. Morrow
Alderman T. Murray
Alderman W. McCulloch
Alderman H. Merling
Alderman T. Jackson
Alderman D. Drury
Mr. N. Levitt
Mrs. M. Dow
Mr. G. Kay
Mr. W. Tidball
Ms. A. VanDuzer
Mr. M. Ryder
Mr. W. McFarland
Mr. A. DiIanni

Finance & Administration
Committee

Mayor R. Morrow
Alderman J. Gallagher, Chairman
of the Board
Mr. F. DeNardis, Chairman
Mr. W. McFarland, Vice Chairman
Alderman T. Jackson
Alderman W. McCulloch
Ms. A. VanDuzer

Copps Coliseum Committee

Mayor R. Morrow
Alderman J. Gallagher, Chairman
of the Board
Alderman T. Murray, Chairman
Mr. G. Kay, Vice Chairman
Alderman D. Agostino
Mr. W. McFarland
Mrs. M. Dow
Mr. M. Ryder

Marketing & Sales Committee

Mayor R. Morrow
Alderman J. Gallagher, Chairman
of the Board
Mrs. M. Dow, Chairman
Mr. M. Ryder, Vice Chairman
Alderman D. Drury
Alderman D. Agostino
Mr. W. Tidball

Hamilton Place Committee

Mayor R. Morrow
Alderman J. Gallagher, Chairman
of the Board
Alderman H. Merling, Chairman
Mrs. M. Dow, Vice Chairman
Alderman W. McCulloch
Alderman T. Jackson
Ms. A. VanDuzer
Mr. F. DeNardis

Operations Committee

Mayor R. Morrow
Alderman J. Gallagher, Chairman
of the Board
Alderman T. Murray, Chairman
Alderman H. Merling, Vice
Chairman
Mr. G. Kay
Mr. N. Levitt
Mr. A. DiIanni

Hamilton Convention Centre
Committee

Mayor R. Morrow
Alderman J. Gallagher, Chairman
of the Board
Mr. W. Tidball, Chairman
Mr. N. Levitt, Vice Chairman
Alderman T. Jackson
Alderman D. Drury
Mr. M. Ryder

Special Audit Committee

Mayor R. Morrow
Alderman J. Gallagher, Chairman
of the Board
Mr. W. McFarland, Chairman
Mrs. M. Dow
Mr. M. Ryder



Hamilton
Entertainment
and Convention
Facilities Inc.

101 York Boulevard
Hamilton Ontario
Canada L8R 3L4
Tel 416-527-7900

1989

Board of Directors

Hamilton Entertainment and Convention Facilities Inc.

Alderman J. Gallagher, Chairman
Mr. W. McFarland, First Vice Chairman
Alderman D. Agostino, Second Vice
Chairman
Mayor R. Morrow
Alderman T. Murray
Alderman W. McCulloch
Alderman H. Merling
Alderman T. Jackson
Alderman D. Drury
Mr. T. Casey
Mr. N. Levitt
Mrs. M. Dow
Mr. F. DeNardis
Mr. G. Kwiatowski
Mr. W. Tidball
Ms. A. VanDuzer
Mr. P. Cowell

Executive Committee

Mayor R. Morrow
Alderman J. Gallagher, Chairman
Mr. W. McFarland, Vice Chairman
Alderman T. Murray
Mr. N. Levitt
Alderman W. McCulloch
Alderman D. Agostino

Special Audit Committee

Alderman J. Gallagher
Mr. W. Tidball, Chairman
Mr. W. McFarland

Copps Coliseum Committee

Mayor R. Morrow
Alderman J. Gallagher
(Board Chairman)
Alderman T. Murray, Chairman
Mr. P. Cowell, Vice Chairman
Mr. W. McFarland
Alderman D. Agostino
Mr. G. Kwiatowski
Mr. T. Casey

Hamilton Convention Centre
Committee

Mayor R. Morrow
Alderman J. Gallagher
(Board Chairman)
Mr. N. Levitt, Chairman
Mr. W. Tidball, Vice Chairman
Ms. A. VanDuzer
Mrs. M. Dow
Alderman D. Drury

Hamilton Place Theatre
Committee

Mayor R. Morrow
Alderman J. Gallagher
(Board Chairman)
Alderman W. McCulloch, Chairman
Alderman H. Merling, Vice Chairman
Alderman T. Jackson
Mrs. M. Dow
Mr. F. DeNardis
Mr. W. Tidball



1988
Board of Directors
Hamilton Entertainment and Convention Facilities Inc.

Alderman B. Hinkley, Chairman
Mr. T. Yates, First Vice Chairman
Alderman J. Gallagher, Second Vice Chairman
Mayor Robert Morrow
Alderman T. Murray
Alderman R. Wheeler
Mr. T. Casey
Mr. S. Cino
Mr. W. McFarland
Dr. C. Bart
Mr. D. Beattie
Mr. N. Levitt
Mrs. M. Dow
Mr. F. DeNardis

Note: Mr. Yates resigned in June, 1988; Dr. Bart in September. Messrs. Tidball and Kwiatowski were appointed to the Board in October, 1988. Alderman Gallagher moved to the position of First Vice Chairman.

Executive Committee

Mayor R. Morrow
Alderman B. Hinkley, Chairman
Mr. W. McFarland, Vice Chairman
Alderman T. Murray
Mr. T. Yates
Alderman J. Gallagher
Mr. S. Cino

Special Audit Committee

Mayor R. Morrow
Alderman B. Hinkley
(Board Chairman)
Mr. W. McFarland, Chairman
Mr. S. Cino
Dr. C. Bart

Note: Alderman Wheeler
replaced Mr. Yates.

Dr. Bart was not replaced.

Copps Coliseum

Mayor R. Morrow
Alderman B. Hinkley
(Board Chairman)
Alderman T. Murray, Chairman
Mr. D. Beattie, Vice Chairman
Mr. W. McFarland
Mr. N. Levitt
Mr. T. Casey
Alderman J. Gallagher

Hamilton Convention Centre
Committee

Mayor R. Morrow
Alderman B. Hinkley
(Board Chairman)
Mr. T. Yates, Chairman
Alderman Wheeler, Vice
Chairman
Mr. D. Beattie
Mr. F. DeNardis
Mrs. M. Dow
Mr. N. Levitt

Note: Mr. Kwiatowski replaced
Mr. Yates; Alderman Wheeler
was appointed Chairman; Mr.
Levitt, Vice Chairman.

Hamilton Place Theatre
Committee

Mayor R. Morrow
Mr. S. Cino, Chairman
Dr. C. Bart, Vice Chairman
Mr. F. DeNardis
Mr. T. Casey
Mrs. M. Dow
Alderman R. Wheeler

Note: Mr. Tidball replaced Dr. Bart.
A Vice Chairman was not appointed.



Hamilton
Entertainment
and Convention
Facilities Inc.

101 York Boulevard
Hamilton, Ontario
Canada L8R 3L4
Tel 416 527-7900

1987
Board of Directors
The Hamilton Entertainment and Convention Facilities Inc.

Alderman B. Hinkley, Chairman
Mr. T. Yates, First Vice Chairman
Alderman J. Gallagher, Second Vice Chairman
Mr. D. Braley
Mayor R. Morrow
Alderman T. Murray
Alderman R. Wheeler
Mr. T. Casey
Mr. S. Cino
Mr. D. Hector
Mr. W. McFarland
Dr. C. Bart
Mr. D. Beattie
Mr. N. Levitt

Copps Coliseum Committee

Mayor R. Morrow
Alderman B. Hinkley
(Board Chairman)
Alderman T. Murray, Chairman
Mr. D. Beattie, Vice Chairman
Mr. W. McFarland
Alderman J. Gallagher
Mr. T. Casey
Mr. D. Braley

**Hamilton Convention Centre
Committee**

Mayor R. Morrow
Alderman B. Hinkley
(Board Chairman)
Mr. T. Yates, Chairman
Alderman R. Wheeler, Vice
Chairman
Mr. D. Beattie
Mr. N. Levitt
Mr. D. Braley

Hamilton Place Committee

Mayor R. Morrow
Alderman B. Hinkley
(Board Chairman)
Mr. D. Hector, Chairman
Mr. S. Cino, Vice Chairman
Alderman R. Wheeler
Mr. T. Casey
Dr. C. Bart

Audit & Finance Committee

Mayor R. Morrow
Alderman B. Hinkley
(Board Chairman)
Mr. W. McFarland, Chairman
Dr. C. Bart, Vice Chairman
Mr. D. Hector
Mr. S. Cino
Mr. N. Levitt



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1986

Board of Directors

Hamilton Entertainment and Convention Facilities Inc.

Mr. D. Braley, Chairman
Alderman B. Hinkley, First Vice Chairman
Mr. T. Yates, Second Vice Chairman
Mayor Robert Morrow
Alderman T. Murray
Alderman R. Wheeler
Alderman J. Gallagher
Mr. T. Casey
Mr. S. Cino
Mr. D. Hector
Mr. W. McFarland
Dr. C. K. Bart
Mr. D. Beattie
Mrs. J. Gowland

Copps Coliseum Committee

Mayor R. Morrow
Mr. D. Braley
(Board Chairman)
Alderman T. Murray, Chairman
Mr. D. Beattie, Vice Chairman
Mr. W. McFarland
Alderman J. Gallagher
Mr. T. Casey

Hamilton Convention Centre
Committee

Mayor R. Morrow
Mr. D. Braley
(Board Chairman)
Mr. T. Yates, Chairman
Alderman R. Wheeler, Vice
Chairman
Mr. D. Beattie
Mrs. J. Gowland
Alderman B. Hinkley

Hamilton Place Committee

Mayor R. Morrow
Mr. D. Braley
(Board Chairman)
Mr. D. Hector, Chairman
Mr. S. Cino, Vice Chairman
Alderman R. Wheeler
Mr. T. Casey
Dr. C. Bart

Audit & Finance Committee

Mayor R. Morrow
Mr. D. Braley
(Board Chairman)
Mr. W. McFarland, Chairman
Dr. C. Bart, Vice Chairman
Mr. D. Hector
Mr. S. Cino
Alderman B. Hinkley



**Hamilton
Entertainment
and Convention
Facilities Inc.**

101 York Boulevard
Hamilton, Ontario
Canada L8R 3L4
Tel 416-527-7900

**1985
Interim Board**

Hamilton Entertainment and Convention Facilities Inc.

Mr. D. Braley, Chairman
Mr. J. Jaggard, First Vice Chairman
Alderman D. Gray, Second Vice Chairman
Mayor R. Morrow
Alderman J. Bethune
Alderman B. Hinkley
Alderman T. Murray
Mr. T. Casey
Mr. D. Hector
Mr. W. McFarland
Mr. R. Wheeler
Mr. T. Yates
Mr. P. Valariano
Mr. S. Cino

Trade Centre Arena Committee

Alderman D. Gray, Chairman
Mr. P. Valeriano, Vice Chairman
Mr. S. Cino
Mr. T. Casey
Mr. R. Wheeler
Mr. W. McFarland
Mr. J. Jaggard
Alderman T. Murray

Finance & Audit Committee

Mr. W. McFarland, Chairman
Alderman T. Murray
Mr. D. Hector

Hamilton Place Committee

(May, 1985)

Mr. D. Hector, Chairman
Mr. R. Whynott
Mr. S. Cino
Mr. F. DeNardis
Mr. J. C. Jaggard
Mr. B. B. Shekter
Mr. M. C. J. Watson
Alderman V. Agro
Alderman B. Charlton
Alderman M. Kiss
Alderman W. McCulloch
Alderman H. Merling
Alderman T. Murray

**Hamilton Convention Centre
Committee**

(May, 1985)

Mr. D. Braley, Chairman
Mr. K. L. Clark
Mr. W. B. Stetson
Mrs. J. A. Street
Mr. M. Waxman
Mr. T. Yates
Alderman J. A. Bethune
Alderman B. Hinkley
Alderman H. Merling

Note:

The Members of both Committees were Members of the former Boards of Directors for Hamilton Place Theatre and The Hamilton Convention Centre.

Hamilton Entertainment and Convention Facilities Inc. manages and operates The Hamilton Convention Centre, Hamilton Place Theatre and Copps Coliseum on behalf of The Corporation of The City of Hamilton



Hamilton
Entertainment
and Convention
Facilities Inc.

101 York Boulevard
Hamilton, Ontario
Canada L8R 3L4
Tel. 416-527-7900

1984 (June, 1984)

Interim Board

The Hamilton Entertainment and Convention Facilities Inc.

Mr. D. Braley, Chairman
Mr. J. Jaggard, First Vice Chairman
Alderman D. Gray, Second Vice Chairman
Mayor R. M. Morrow
Alderman P. J. Peterson
Alderman B. Hinkley
Alderman T. Murray
Mr. T. Casey
Mr. S. Cino
Mr. D. M. Hector
Mr. W. H. McFarland
Mr. P. O. Valeriano
Mr. R. Wheeler
Mr. T. Yates

Trade Centre Arena Committee

Alderman D. Gray, Chairman
Mr. P. Valeriano, Vice Chairman
Mr. S. Cino
Mr. R. Wheeler

Finance & Audit Sub-Committee

Mr. W. McFarland, Chairman
Alderman T. Murray
Mr. D. M. Hector

3.

FINANCE & ADMINISTRATION

TERMS OF REFERENCE

1. Oversee the financial affairs of the Corporation;
2. Receive, review and recommend to the Board the annual operating budgets;
3. Receive, review and recommend to the Board the annual 5-year capital budget programmes;
4. Recommend to the Board all financial and administrative policies and personnel matters;
5. Oversee the Box Office/Ticketing Services for all HECFI facilities;
6. Recommend to the HECFI Board all capital and operational expenditures over \$50,000, including method of financing;
7. Assume responsibility for the efficient management of funds;
8. Provide a monthly written report to the Board;
9. Perform other duties as assigned by Board of Directors.

OPERATIONS

TERMS OF REFERENCE

1. Receive, review and recommend to the Finance and Administration Committee the annual operating and capital budgets;
2. Recommend to the Board all operational and maintenance expenditures over \$50,000, including method of financing;
3. Review and recommend for approval all contract documents for tender and all contracts for services;
4. Monitor building and equipment to ensure optimum performance;
5. Monitor operations efficiency and effectiveness;
6. Review and recommend to the HECFI Board all matters pertaining to the provision of food and beverage in HECFI facilities as established by Board policy;
7. Provide a monthly written report to the Board;
8. Review reports provided by senior management regarding occupational health and safety issues and recommend appropriate actions to the Board of Directors relative to health and safety issues;
9. Perform other duties as assigned by Board of Directors.

December, 1992

MARKETING & SALES COMMITTEE

TERMS OF REFERENCE

1. a) Receive, review and recommend to the Board the Annual Marketing Plan;
 b) The Marketing Plan to include client services and public relations;
2. Receive, review and recommend to the Board for approval strategic plans for future;
3. Receive, review and recommend to the Finance and Administration Committee the annual operating and capital budgets;
4. Evaluate and make recommendations regarding community education, social and cultural activities related to performing arts;
5. Monitor activities and events to assess program balance, number of event days, and results of promotions and co-promotions;
6. Recommend to the HECFI Board all expenditures over \$50,000, including method of financing;
7. Receive, review and recommend for approval events that qualify for subsidy from the Innovative Programming Reserve;
8. Monitor expenditures from the Provision for Promotions account for promotions and co-promotions.
9. Provide a monthly written report to the Board;
10. Perform other duties as assigned by Board of Directors.

March, 1992

4.

MEMO TO: H.E.C.F.I. BOARD OF DIRECTORS

FROM: Gabe Macaluso Patricia Bennett
Managing Director/CEO Legislative Assistant

DATE: December 31, 1993

SUBJECT: BOARD AND STANDING COMMITTEE SCHEDULE

RECOMMENDATION:

THAT THE EXISTING BOARD AND STANDING COMMITTEE SCHEDULE BE REAFFIRMED AS FOLLOWS:

(i) **THAT THE REGULAR (monthly) BOARD MEETINGS TAKE PLACE EVERY FOURTH FRIDAY AT 8:00 A.M.; and**

(ii) **THAT THE FOLLOWING STANDING COMMITTEES MEET AS FOLLOWS:**

OPERATIONS COMMITTEE: every third Wednesday at 12 Noon

FINANCE AND ADMINISTRATION: every third Thursday at 8 A.M.

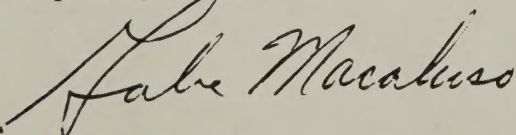
MARKETING AND SALES: every third Thursday at 12 Noon

OTHER: at the call of the Chair

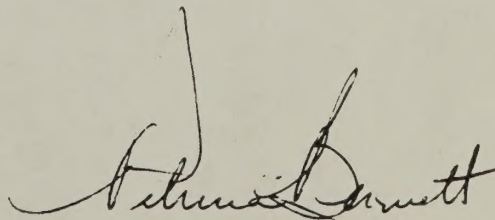
BACKGROUND:

- The foregoing meeting schedule was originally adopted by the Board of Directors in January, 1991 and reaffirmed in 1992 and 1993. The schedule provided management's facilitation of the business of the Board on a timely basis; i.e. all Standing Committees meet the week prior to the Board ensuring that issues forwarded to the full Board are current.
- The meeting schedule does not interfere with either of the City's or the Region's Standing Committee schedules.

Respectfully submitted,



Gabe Macaluso
Managing Director/CEO



Patricia Bennett
Legislative Assistant

URBAN/MUNICIPAL

HECFI Corporate Offices
101 York Blvd.
HAMILTON, ONTARIO
CANADA L8R 3L4
Tel. 416/546-4000
Fax 416/527-6856

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

ANNUAL MEETING OF THE BOARD OF DIRECTORS

**Friday, January 7, 1994
8:00 a.m.
HAMILTON CONVENTION CENTRE
Room 314**

**ORDER OF BUSINESS
AGENDA**

URBAN M.
DEC 1993
GOVERNMENT DOCUMENTS

DECLARATION OF CONFLICT OF INTEREST

1. **Minutes of Annual Meeting January 8, 1993** **Attachment 1**
 - 1.1 Errors or Omissions
 - 1.2 Motion to Approve
2. **Confirmation of Proceedings** **Attachment 2**
3. **Reaffirmation of H.E.C.F.I. Board/
City of Hamilton Auditors**

Note: *City Council approved the retention of the firm of MacGillivray Partners as municipal auditor for the year 1993; to be reaffirmed on an annual basis for a further four (4) years to 1997. This is expected to take place at the January, 1994 Council Meeting.*
4. **Adjournment**

December 31, 1993
Patricia Bennett
Legislative Assistant

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

ANNUAL MEETING OF THE BOARD OF DIRECTORS

Friday, January 8, 1993

8:00 A.M.

HAMILTON CONVENTION CENTRE

Room 314

MINUTES

PRESENT:

Mr. G. Kay, Chairman
Alderman T. Anderson, First Vice-Chairman
Mr. W. Tidball, Second Vice-Chairman
Mayor R. Morrow
Alderman H. Merling
Alderman B. Charters
Alderman F. Eisenberger
Mrs. M. Dow
Mr. M. Ryder
Mr. A. DiIanni
Mr. C. Nolan
Mr. J. Kujavsky
Mr. F. DeNardis
Mrs. J. Isbester

ALSO PRESENT:

Mr. G. Macaluso
Mr. J. Leuser
Mr. B. Calder
Mr. B. Snetsinger

GUESTS:

Mr. J. Schatz, City Clerk

MEDIA:

Mr. K. Peters, The Spectator
Ms. D. Walker, C.H.C.H.

Oath of Office : 1993 Citizen Board Members

City Clerk, J. J. Schatz, led the three citizen appointees, Mrs. J. Isbester, Messrs. Tidball and Kay, in each taking their Oath of Office. Each of the appointees signed a printed copy of the Oath.

Chairman Gene Kay called the meeting to order at 8:20 a.m.

1. Minutes of Annual Meeting of March 6, 1992

MOVED by Mrs. Dow, seconded by Mr. Tidball that

THE MINUTES OF THE MARCH 6, 1992 ANNUAL MEETING BE APPROVED.

MOTION CARRIED.

2. Confirmation of Proceedings

MOVED by Mr. DeNardis, seconded by Mr. Nolan that

ALL ACTS, PROCEEDINGS, CONTRACTS, BY-LAWS, APPOINTMENTS, ELECTIONS AND PAYMENTS, ENACTED, MADE, DONE AND UNDERTAKEN BY THE DIRECTORS AND OFFICERS OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. SINCE THE LAST ANNUAL GENERAL MEETING OF MEMBERS AS RECORDED IN THE MINUTES OF MEETINGS OF DIRECTORS OR MEMBERS OR ON THE BOOKS OR RECORDS OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. BE APPROVED, RATIFIED AND CONFIRMED.

MOTION CARRIED.

3. Reappointment of H.E.C.F.I. Board/City of Hamilton Auditors

It was noted that the City of Hamilton had not finalized the selection process regarding the appointment of auditors. It was

MOVED by Mr. DiIanni, seconded by Alderman Charters that

H.E.C.F.I. APPOINT THE SAME AUDITORS AS ARE APPOINTED BY THE CITY OF HAMILTON TO BE EFFECTIVE UNTIL THE NEXT ANNUAL MEETING OF THE MEMBERS OR UNTIL AN ALTERNATE AUDITING FIRM IS APPOINTED.

MOTION CARRIED.

4. Adjournment

MOVED by Alderman Eisenberger, seconded by Mrs. Dow that

THE ANNUAL MEETING BE ADJOURNED AT 8:25 A.M.

MOTION CARRIED.

TAKEN AS READ AND APPROVED

Gene Kay, Chairman of the Board

Patricia Bennett, Secretary

2. Confirmation of Proceedings

Proposed Motion:

THAT ALL ACTS, PROCEEDINGS, CONTRACTS, BY-LAWS, APPOINTMENTS, ELECTIONS AND PAYMENTS, ENACTED, MADE, DONE AND UNDERTAKEN BY THE DIRECTORS AND OFFICERS OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. SINCE THE LAST ANNUAL GENERAL MEETING OF MEMBERS AS RECORDED IN THE MINUTES OF MEETINGS OF DIRECTORS OR MEMBERS OR ON THE BOOKS OR RECORDS OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. BE APPROVED, RATIFIED AND CONFIRMED.

URBAN/MUNICIPAL
CA40NHBL V89
A35
1994

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

MEETING OF THE BOARD OF DIRECTORS

Friday, January 28, 1994

8:00 a.m.

Copps Coliseum, Hamilton Room

Trade Centre/Arena

HECFI Corporate Offices
101 York Blvd.
HAMILTON, ONTARIO
CANADA L8R 3L4
Tel. 416/546-4000
Fax 416/527-6856

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A. Operations Committee First Report

Attachment A

B. Marketing and Sales Committee First Report

Attachment B

C. Community Dinner: CYO February 24, 1994

Attachment C

D. Community Dinner: IAPA/Wentworth, February 24, 1994

Attachment D

INFORMATION ITEMS

2. Correspondence

Attachment 2

3. Minutes of Regular Meetings Held December 20, 1993
and January 11, 1994

Attachment 3

3.1 Errors or Omissions

3.2 Motion for Approval

4. Business Arising From the Minutes

4.1 HP: Sound System

Attachment 4.1

5. Private and Confidential

5.1 Contractual Matters

URBAN M

6. New Business

JAN 1994

7. Other Business

GOVERNMENT DOCUMENTS

8. Date of Next Meeting:

Special Board:

Friday, February 11, 1994

8:00 A.M.

Copps Coliseum : Hamilton Room

Regular Board:

Friday, February 25, 1994

8:00 A.M.

Hamilton Convention Centre : Room 314

9. Motion to Adjourn

OUTSTANDING BUSINESS

Nil

January 21, 1994

Patricia Bennett

Secretary to the Board of Directors and Convention Facilities Inc. manages and operates The Hamilton Convention Centre, Hamilton Place Theatre and Copps Coliseum on behalf of The Corporation of The City of Hamilton

Colon
Collection

1893
COLONIAL



1893

BRITISH EMPIRE

A

OPERATIONS COMMITTEE FIRST REPORT

The Operations Committee presents its **FIRST** report from its meeting held January 19, 1994 and respectfully recommends approval of the following:

1. HCC: Renovations to Wentworth Exhibition Hall and Lobby Area

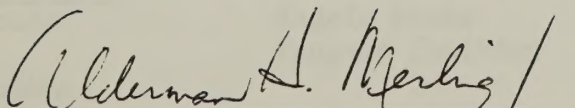
THAT A CONTINGENCY ALLOWANCE IN THE AMOUNT OF \$15,000. BE ESTABLISHED FOR THE PROJECT RESPECTING RENOVATIONS TO WENTWORTH EXHIBITION HALL AND LOBBY AREA; and

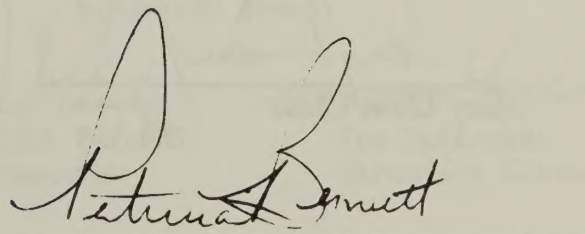
THAT FUNDING FOR THIS CONTINGENCY ALLOWANCE BE FINANCED FROM WORK-IN-PROGRESS ACCOUNT NO. CF 5200929241003, REFURBISH/RENOVATE WENTWORTH EXHIBITION HALL.

2. HCC: Phase Two / Renovations to Wentworth Exhibition Hall

THAT PHASE TWO OF THE RENOVATIONS PROPOSED FOR THE WENTWORTH EXHIBITION HALL BE COMMENCED, I.E. QUOTATIONS OBTAINED FOR WALL TREATMENT.

Respectfully submitted,


Alderman H. Merling, Chairman *sb.*


Patricia Bennett, Secretary

B

MARKETING AND SALES COMMITTEE

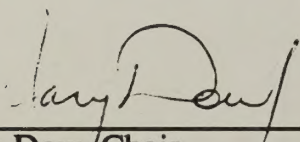
The Marketing and Sales Committee presents its **FIRST** report from its meeting held January 20, 1994 and respectfully recommends approval of the following:

1. 1994 Marketing Plan

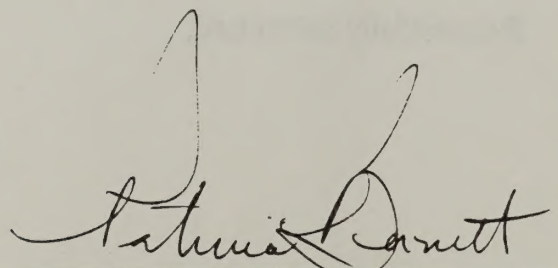
THAT THE 1994 MARKETING PLAN BE APPROVED.

Note: Please bring with you your copy of the 1994 Marketing Plan.

Respectfully submitted,



Mary Dow, Chair



Patricia Bennett, Secretary



CYO CELEBRITY DINNER

SAVE THE CAMP FUND

735 King Street East, Suite #3, Hamilton, Ontario L8M 1A1 Phone: (905) 528-0011

Charitable Registration Number 0001438-49

CYO CELEBRITY DINNER COMMITTEE

CHAIRMAN

Jack Pelech

Joseph Walsh
Mark Walton
Bernie Morelli
Donald Dunn
Albert Vesprini
Frank Denardis
Reno Violin
Peter Morrison
Marie Gallagher
Peter Giropoulos
Tom Kemp
Dennis O'Brien
Chris Costanza
Isabelle Lanza
Tom Rocchi
Marg Howcroft
Jim Hughes
Tony Cupido
Rory Cornale
Wally Zatylny
Shirley Collins
John McPhee
Peter Colangelo
Tom Sutherland
Phil DiFrancesco
Mike DiPaolo
Rev Philip Sherlock
Frank Salvatori
Pat Daly
Waldo Corsini

PROGRAM CHAIRMAN

Angelo Mosca

Tom Gallagher
Executive Director
CYO

Dear Friend:

It is a great pleasure to invite you to attend the 8th Annual CYO Celebrity Dinner to be held on Thursday, February 24, 1994, at Carmen's Banquet Centre, 1520 Stone Church East, Hamilton.

The Dinner is the C.Y.O.'s major fund-raising effort in support of Camp Brebeuf and Camp Marydale's special summer program for disabled children. The C.Y.O. will require the proceeds from the Dinner and other voluntary donations to continue serving these deserving children this year.

In the past seven years, this event has received tremendous community support - over 800 people attended the 1993 dinner. Our volunteer committee is convinced that this very generous support reflects genuine response to a truly worthwhile cause. Last summer 240 disabled children participated in the CYO's community-wide special, integrated One-to-One camping program.

The CYO Celebrity Dinner helps make these programs possible. This year our goal is to raise \$40,000 for these special camp needs. We are asking for your continued support to help make this year's dinner a success. The need has never been greater.

Tables of ten, including the guest personality, are now being sold. If you could help us with a table or with individual tickets, it would be sincerely appreciated. Tickets are now available from any member of our Committee or by phoning the C.Y.O. Office - 528-0011.

We invite you to mark your calendar, February 24, 1994 and plan to join us.

It's a great night for a good cause!

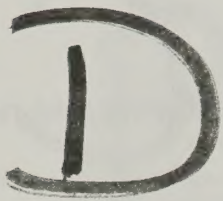
Sincerely yours,

Angelo Mosca
Program Chairman

Jack Pelech
Chairman

Tom Gallagher
Executive Director

RSVP
CYO Office: 528-0011



WENTWORTH DIVISION

Industrial Accident Prevention Association

3310 SOUTH SERVICE ROAD, BURLINGTON, ONTARIO L7N 3M6 (905) 637-5286 FAX (905) 333-9080

January 13, 1994

Dear

We have attached a brochure in regards to a very special event that is scheduled in Wentworth - not the fact that it is the 66th Annual Meeting of Wentworth - but the fact that our speaker for the evening is **Captain Al Haynes**.

We are very excited that **Captain Haynes** has agreed to come to Hamilton and we hope to make this a special opportunity for many community associations. Captain Haynes does not charge a fee for his presentation but asks that honorariums be considered for affiliations that are important to him. We will be honouring his request to:

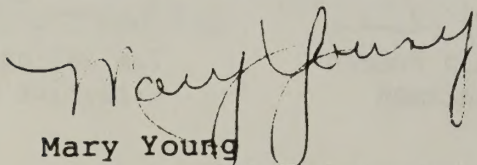
Little League Baseball - he has been an umpire for over 30 years
Safety Education Department - Federal Pilots Association

We wish to make this event advantageous for two of our local associations and, in turn, we will be making a donation to:

Canadian Warplace Heritage
Hamilton-Wentworth C.A.E.R.

Please call me at any time if you require further information. Hope you will be able to join us.

Yours truly


Mary Young
Division Administrator



Wentworth Division Invites You to the
66th Annual Meeting

FEBRUARY 24, 1994

HAMILTON CONVENTION CENTRE

6:00 PM.

• *Guest Speaker* •

Captain Al Haynes

RETIRED UNITED AIRLINES PILOT

• *Topic* •

THE TRUE VALUE OF EMERGENCY RESPONSE

COMMUNICATION • TEAMWORK • PREPARATION

"WHEN IT'S NEEDED THE MOST"



On Thursday, September 2, 1993 ABC-TV aired a TV movie called "Rescue of Flight 232". This movie depicted a true story that began at 2:09 pm on July 19, 1989 as United Airlines Flight 232 left Denver enroute to Chicago via Philadelphia. About an hour into the flight, an explosion began a chain of events that left **Captain Al Haynes** with no hydraulic power — a total loss of systems — in his DC-10. Over the next 45 minutes, Captain Haynes and his crew struggled to bring the plane from 31,000 feet to the unlikely destination of Sioux City, Iowa and its surrounding cornfields. The video-tape of that horrendous crash is forever etched in the minds of all who have ever seen it.

The rescue efforts of the Emergency Response Team was outstanding — the evacuation of 184 people of 290 on board within 46 minutes of the crash — a feat that has brought national recognition for this group of men and women. The pilot, **Captain Al Haynes** has been hailed by his peers and airline experts alike as the "pilot of the non-survivable crash". With nothing left to work with, he achieved the impossible — the survival of 184 people that July day.

On Thursday, February 24, 1994, Captain Haynes is our Guest Speaker and we sincerely hope that you and your colleagues will consider joining us to be a part of this special evening in Hamilton. This will be an incredible opportunity to hear and meet this remarkable man.

amity

GOODWILL INDUSTRIES

225 KING WILLIAM STREET, HAMILTON, ONTARIO L8R 1B1

T.D.D. 416/905 526-9876

TELEPHONE 416/905 526-8481

FAX 416/905 526-9342

January 11, 1994

T.H.L. Gallagher
*Patron & Honourary
Chairman of the Board*

Rollie A. Steed
Chairman

Larry D. Hall, P.Eng.
Vice-Chairman

Gerald W. Brown
Secretary

K.P. MacDonald, C.A.
Treasurer

David R. Binns
Ivan A. Bracalenti, M.D.
R.E. Capstick
Roy W. Clark
R.A. Denyes
J.L. Ekebrecht
R.T. Hamel
Penelope M. Hill
George J. House
Dorothy M. Lambeth
Richard Maraj
D. Ross McCrimmon
Alfred R. Oliver
Kenneth W. O'Neal
Paul H. Philp
Mary E. Purdy, M.D.
Robert A. Ridge, CMA
W. Ross Robinson
Leonor Sorger
Rachel Thachuk
Tim Tufford

Doug Wallace
President
Peter McDonald
Executive Director

Mr. Gabe Macaluso
Managing Director and C.E.O.
Hamilton Entertainment and Convention Facilities Inc.
10 MacNab Street South
Hamilton, Ontario
L8P 4Y3

Dear Gabe:

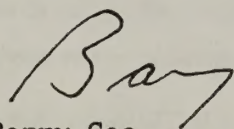
I am writing on behalf of the Pastoral Counselling Centre (Hamilton-Wentworth) to extend our gratitude at your generosity and cooperation regarding the staging of our benefit concert, a Musical Valentine, on February 11th, at Hamilton Place.

It is always a pleasure working with a community spirited individual such as yourself, who genuinely takes an interest in a local fundraising effort. Your decision to decrease our costs, and your promotional suggestions will help ensure our concert is a financial success.

For each pair of tickets sold at approximately 40 dollars, one hour of counselling can be provided for a couple in distress. We intend to build upon your generosity and cooperation by selling as many tickets as possible so the maximum number of persons in need of counselling, can be served.

Thank you again, Gabe, for your cooperation, support and commitment. Continued success in all your endeavours.

Warmest regards,

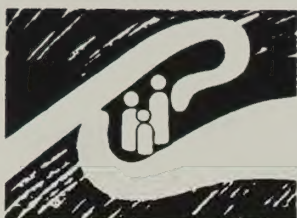


Barry Coe
Director of Community Relations
Amity Goodwill Industries
Volunteer: Pastoral Counselling Centre

BC:vh

"The gift or bequest you give today helps train people
with disabilities for jobs tomorrow."
Charitable Reg. No.: 0345033-11-14

Member of The Ability Group.



Good Shepherd Centres

Mending hope, lives and families
~ Charity Unlimited ~

January 6, 1994

Hamilton Entertainment and Convention
Facilities Inc. Board
c/o William Tidball, Chairperson
101 York Blvd.
Hamilton, ON
L8R 3L4

Dear William and HECFI Board Members:

On behalf of the Little Brothers of the Good Shepherd, their staff and volunteers, and the 1376 special guests who attended our recent Christmas Dinner, I extend a sincere "Thank You" to each of you. We want you to know that we truly appreciate your generosity and your respect for the needy - both expressed in your decision to allow our agency to once again use the Convention Centre for this event.

This year's dinner was the best yet! Our guests had great fun! For a few short hours, they were able to put aside the worrisome concerns of their lives. This was made possible through generous donors and caring volunteers who willingly contributed material resources and valuable time to ensure that the meal was delicious, that the gifts were appealing and had quality, and that the site was "welcoming and festive".

For the first time, we served dinner in the Chedoke Room (a site far superior to the Wentworth Room), gifts were distributed in the Webster Room, and our volunteers registered in Room 314. All parts of this special event ran smoothly - without loss of dignity to our guests. The Convention Centre staff - in particular, John Mitchell, Alan Ginn and Peter Kopach - were very hospitable and most accommodating. We could not have done it without you and without them! We hope that we can continue to count on your support in future years.

May you and yours be blessed with good health, joy and peace in this new year - 1994.

Sincerely,

Charlene Kocel
Director of Volunteer Services
Coordinator of Christmas Dinner
Good Shepherd Centres

Men's Centre
135 Mary Street
P.O. Box 1003
Hamilton, Ontario L8N 3R1
(905) 528-9109

Women's Centre
Martha House
20 Emerald Street South
Hamilton, Ontario L8N 2V2
(905) 523-8895

Family Services
36 Parkdale Avenue North
Hamilton, Ontario L8H 5W8
(905) 549-1155

Youth Centre
Brennan House
614 King Street East
Hamilton, Ontario L8N 1E2
(905) 577-1166



Good Shepherd Centres

Mending hope, lives and families
~ Charity Unlimited ~

DEC 22 1993

December 20, 1993

Mayor Robert M. Morrow
Mayor's Office, City Hall
71 Main St. West
Hamilton, ON
L8N 3T4

*To CC members
✓ + Gabe*

Dear Mayor Morrow:

For the Little Brothers of the Good Shepherd and their staff at Good Shepherd Centres and for the many guests who attended our Christmas Dinner yesterday, I extend a heartfelt and sincere "Thank You" to you. We appreciate your willingness to place aside precious time - in a very busy season - to express your love and concern for the needy of our community.

This year's event once again required the assistance of many caring volunteers. A team of more than 275 volunteers assisted in the preparation and staging of this dinner. Your willingness to be a part of this fantastic team and indeed, the giving spirit of all of our volunteers, ensured that this party was a success.

We wish to express our gratitude also, to the HECFI Board, for granting us permission to have our dinner in the Hamilton Convention Centre (free of charge). Their decision to give us the Chedoke Room for the dinner, the Webster Room for gifts, and Room 314 for volunteers, provided a more spacious area in which to celebrate. We feel that our event was enhanced by this site and helped us to provide a welcoming, festive, and dignified setting for our special guests.

May you and yours have a happy and healthy Christmas and may joy and peace surround you in the New Year.

Sincerely,

Charlene

Charlene Kocel
Director of Volunteer Services
Coordinator of the Christmas Dinner
Good Shepherd Centres

Men's Centre
135 Mary Street
P.O. Box 1003
Hamilton, Ontario L8N 3R1
(905) 528-9109

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Hamilton, Ontario L8H 5W8
(905) 549-1155

Youth Centre
Brennan House
614 King Street East
Hamilton, Ontario L8N 1E2
(905) 577-1166

**THE HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

Monday, December 20, 1993

8:00 a.m.

Hamilton Convention Centre, Room 314

MINUTES

PRESENT:

Mr. W. Tidball, Chairman
Alderman T. Anderson, First Vice-Chairman
Mr. F. DeNardis, Second Vice-Chairman
Alderman H. Merling
Alderman B. Charters
Mrs. M. Dow
Mr. M. Ryder
Mr. A. DiIanni
Mr. C. Nolan
Mr. J. Kujavsky
Mr. G. Kay
Mrs. J. Isbester

ALSO PRESENT:

Mr. G. Macaluso
Mr. J. Leuser
Mr. B. Snetsinger
Mr. B. Calder
Mr. P. Barkwell, City Law Department

REGRETS:

Mayor R. Morrow
Alderman F. Eisenberger

1. Opening Remarks

The Chairman called the meeting to order at 8:20 a.m. Included in his remarks Mr. Tidball reported that the Good Shepherd Christmas Dinner was a success again this year, serving approximately 1,500 guests. On behalf of the entire Board, Mr. Frank DeNardis was thanked for his wise counsel, dispensed during his lengthy and valuable contribution not only to H.E.C.F.I. but as well, prior to that, the Hamilton Place Board.

Board Members were reminded that the next meeting of the Board will take place Friday, January 7th at 8:00 a.m. during which the annual elections will be conducted.

A. Finance and Administration Committee Tenth Report

MOVED by Mr. Ryder, seconded by Mrs. Isbester that

THE FINANCE AND ADMINISTRATION COMMITTEE TENTH REPORT BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

THAT THE BOARD OF DIRECTORS ADVISE THE CITY FINANCE AND ADMINISTRATION COMMITTEE THAT THE FOLLOWING CAPITAL PROJECT ACCOUNTS SHOULD BE CLOSED, WITH THE EXCESS FINANCING RETURNED TO THE HECFI RESERVE ACCOUNT FOR CAPITAL PROJECTS, WHICH WAS THE ORIGINAL SOURCE OF FUNDING.

Capital Centre Number	Project Description	Authorized Gross Cost	Expended to Date	Balance Available
928941004	Copps Arena - Equipment/Renovations	\$ 97,000	\$ 97,000	\$0.00
928941006	Convention Centre - Furniture/Equipment/ Renovations	320,000	320,000	0.00
929051007	Convention Centre - Furniture/Equipment/ Renovations	62,000	62,000	0.00

Capital Centre Number	Project Description	Authorized Gross Cost	Expended to Date	Balance Available
929051006	HECFI - Automated Facilities Management System	75,000	75,000	0.00
929151020	HECFI - Automated Facility Management System	75,000	75,000	0.0
929251005	HECFI Automated Facility Management System	315,000	15,987.20	299,012.80
929351015	HECFI Automated Facility Management System	270,000	0.00	270,000.00
Total				\$569,012.80

2. Correspondence

Nil

3. Minutes of Regular Meeting Held November 24, 1993 and
Special Meeting November 30, 1993

MOVED by Alderman Anderson, seconded by Mrs. Dow that

**THE MINUTES OF REGULAR MEETING HELD NOVEMBER 24,
1993 AND SPECIAL MEETING HELD NOVEMBER 30, 1993 BE
APPROVED.**

MOTION CARRIED.

4. Business Arising From the Minutes

4.1 Financial Results for the Ten and Eleven Month Periods Ended October 31, 1993 and November 30, 1993

MOVED by Mr. Ryder, seconded by Mrs. Isbester that

THE FINANCIAL SUMMARIES FOR THE TEN AND ELEVEN MONTH PERIODS ENDED OCTOBER 31, 1993 AND NOVEMBER 30, 1993 BE RECEIVED.

MOTION CARRIED.

4.2 CC: Public Rollerblading

MOVED by Alderman Anderson, seconded by Mr. Nolan that

MANAGEMENT'S DECEMBER 13TH REPORT RESPECTING PUBLIC ROLLERBLADING IN COPPS COLISEUM BE RECEIVED.

MOTION CARRIED.

The Director of Operations and Events Delivery stated that labour costs to install portable barricades for rollerblading are estimated at approximately \$200. to \$300. per event.

5. Private and Confidential

The Board moved into an In-Camera Session in order to discuss matters of a private and confidential nature. It was

MOVED by Mr. Kujavsky, seconded by Mr. DeNardis that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 8:25 A.M.

MOTION CARRIED.

MOVED by Mr. Nolan, seconded by Alderman Merling that

THE IN-CAMERA SESSION BE ADJOURNED AT 8:51 A.M.

MOTION CARRIED.

6. New Business

6.1 N.H.L. : Tampa Bay vs Toronto Maple Leafs

The Chairman recommended to Board Members that they attend a pre-game dinner Tuesday, January 4, 1994 to greet game officials attending the game.

7. Other Business

Nil

8. Date of Next Meeting

Friday, January 7, 1994

8:00 a.m.

Hamilton Convention Centre, Room 314

9. Motion to Adjourn

MOVED by Mrs. Dow, seconded by Mr. DiIanni that

THE MEETING BE ADJOURNED AT 8:52 A.M.

MOTION CARRIED. The Chairman wished all a Merry Christmas.

TAKEN AS READ AND APPROVED

William Tidball, Chairman

Patricia Bennett, Secretary

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, January 11, 1984

8:00 a.m.

**HAMILTON CONVENTION CENTRE
Albion "C"**

MINUTES

PRESENT:

Mr. W. Tidball, Chairman of the Board
Alderman T. Anderson, Vice-Chairman
Alderman H. Merling
Alderman B. Charters
Mrs. M. Dow
Mr. M. Ryder
Mr. C. Nolan
Mr. J. Kujavsky
Mr. G. Kay
Mr. A. DiIanni
Mrs. J. Isbester
Mr. F. Deys

ALSO PRESENT:

Mr. G. Macaluso
Mr. J. Leuser
Mr. B. Snetsinger
Mr. B. Calder

GUEST:

Mr. J. Schatz, City Clerk

REGRETS:

Mayor R. Morrow
Alderman F. Eisenberger

The meeting was called to order at 8:21 a.m. On behalf of the Board, Mr. Tidball welcomed Mr. Deys to the Board and congratulated Mrs. Dow and Mr. Ryder upon their respective reappointments.

1. Oath of Appointed Office : Citizen Appointees

City Clerk, J. J. Schatz, led the three citizen appointees, Mrs. M. Dow, Mr. F. Deys, and Mr. M. Ryder in each taking their Oath of Office. Each of the appointees signed a printed copy of the Oath.

2. Election of Officers
Appointment of Committee Membership

Ballots

MOVED by Mrs. Isbester, seconded by Mr. Deys that

ELECTIONS BE CAST BY BALLOT AND THAT ALL BALLOTS BE DESTROYED AT THE CONCLUSION OF THE ELECTION PROCESS.

MOTION CARRIED.

The Secretary took the Chair at 8:30 a.m. and opened the floor for nominations for the position of Chairman of the Board.

Alderman Merling moved the nomination of Mr. Tidball; it was seconded by Mrs. Isbester. Mr. Kay moved that the nominations be closed; Alderman Anderson seconded the motion.

MR. WILLIAM TIDBALL WAS REELECTED TO THE POSITION OF CHAIRMAN OF THE BOARD, 1994 BY ACCLAMATION.

Mr. Tidball took the Chair at 8:32 a.m. thanking everyone for their support and expressing his confidence that H.E.C.F.I. will maintain its current level of efficiency.

First Vice Chairman

Mr. Nolan moved the nomination of Alderman T. Anderson; it was seconded by Mr. Kujavsky. Alderman Merling moved that the nominations be closed; Mr. Kay seconded the motion.

ALDERMAN T. ANDERSON WAS ELECTED TO THE POSITION OF FIRST VICE CHAIRMAN OF THE BOARD BY ACCLAMATION.

Second Vice Chairman

Alderman Anderson moved the nomination of Alderman B. Charters; it was seconded by Mr. Kay. Mrs. Dow moved the nomination of Mr. Nolan; it was seconded by Mr. Kujavsky. Alderman Merling moved that the nominations be closed; Mr. Kay seconded the motion. Twelve votes were cast resulting in a tie. The second ballot consisting of twelve votes was cast resulting again in a tie vote. In accordance with the City of Hamilton's procedural by-law a draw by lot was conducted.

MR. C. NOLAN WAS ELECTED TO THE POSITION OF SECOND VICE CHAIRMAN.

Election of Standing Committee Chairmen and Vice Chairmen

Operations Committee / Chairman

Mr. Kay moved the nomination of Alderman Merling; it was seconded by Alderman Anderson. Alderman Charters moved that the nominations be closed; Mr. Kujavsky seconded the motion.

ALDERMAN H. MERLING WAS ELECTED TO THE POSITION OF CHAIRMAN OF THE OPERATIONS COMMITTEE BY ACCLAMATION.

Operations Committee / Vice Chairman

Alderman Anderson moved the nomination of Alderman Charters; it was seconded by Mr. Deys. Mr. Kay moved the nomination of Mr. Kujavsky; it was seconded by Mrs. Isbester. Alderman Merling moved that the nominations be closed; Mrs. Dow seconded the motion.

ALDERMAN CHARTERS WAS ELECTED TO THE POSITION OF VICE CHAIRMAN OF THE OPERATIONS COMMITTEE.

Marketing and Sales Committee / Chairman

Alderman Merling nominated Mrs. Dow; it was seconded by Mr. Ryder. Mr. DiIanni moved that the nominations be closed; Mrs. Isbester seconded the motion.

MRS. M. DOW WAS ELECTED TO THE POSITION OF CHAIRMAN OF THE MARKETING AND SALES COMMITTEE BY ACCLAMATION.

Marketing and Sales Committee / Vice Chairman

Mrs. Dow nominated Alderman Eisenberger; it was seconded by Mr. Ryder. It was clarified that although Alderman Eisenberger was absent from the meeting he had indicated his willingness to stand for office. Mr. Kay moved that the nominations be closed; Mrs. Isbester seconded the motion.

ALDERMAN F. EISENBERGER WAS ELECTED TO THE POSITION OF VICE CHAIRMAN OF THE MARKETING AND SALES COMMITTEE BY ACCLAMATION.

Finance and Administration Committee / Chairman

Mrs. Isbester nominated Mr. Ryder; it was seconded by Mrs. Dow. Mr. Kujavsky moved that the nominations be closed; Mr. DiIanni seconded the motion.

MR. M. RYDER WAS ELECTED TO THE POSITION OF CHAIRMAN OF THE FINANCE AND ADMINISTRATION COMMITTEE BY ACCLAMATION.

Finance and Administration Committee / Vice Chairman

Mr. Nolan nominated Mr. Kujavsky; it was seconded by Mr. Kay. Mr. Ryder nominated Mrs. Isbester; it was seconded by Alderman Anderson. Alderman Charters moved that the nominations be closed; Alderman Merling seconded the motion. Mr. Kujavsky deferred to Mrs. Isbester.

MRS. J. ISBESTER WAS ELECTED TO THE POSITION OF VICE CHAIRMAN OF THE FINANCE AND ADMINISTRATION COMMITTEE.

Special Audit Committee / Chairman

Mrs. Isbester moved the nomination of Mr. Ryder; Mrs. Dow seconded the motion. Mr. DiIanni moved that the nominations be closed; Mr. Kay seconded the motion.

MR. M. RYDER WAS ELECTED TO THE POSITION OF CHAIRMAN OF THE SPECIAL AUDIT COMMITTEE BY ACCLAMATION.

Committee Membership

Operations Committee

The following Directors were appointed to the Operations Committee:

Alderman T. Anderson
Mr. J. Kujavsky
Mrs. M. Dow
Mrs. J. Isbester
Mr. C. Nolan
Mr. G. Kay
Mr. F. Deys

Marketing and Sales Committee

The following Directors were appointed to the Marketing and Sales Committee:

Mr. A. DiIanni
Mr. G. Kay
Mr. J. Kujavsky

Finance and Administration Committee

The following Directors were appointed to the Finance and Administration Committee:

Mr. J. Kujavsky
Mr. C. Nolan

Special Audit Committee

The following Directors were appointed to the Special Audit Committee:

Mrs. J. Isbester
Mrs. M. Dow
Mr. J. Kujavsky
Mr. C. Nolan

3. Standing Committee Terms of Reference

MOVED by Mr. Nolan, seconded by Mrs. Isbester that

THE TERMS OF REFERENCE FOR THE OPERATIONS, MARKETING AND SALES AND FINANCE AND ADMINISTRATION COMMITTEES BE CONFIRMED.

MOTION CARRIED.

4. Board and Standing Committee Meeting Schedule

MOVED by Mr. Nolan, seconded by Mr. Kujavsky that

THE PROPOSED MEETING SCHEDULE FOR THE YEAR 1994 BE APPROVED.

MOTION CARRIED.

5. New Business

Nil

6. Other Business

Nil

7. Motion to Adjourn

MOVED by Mr. Ryder, seconded by Mrs. Isbester that

THE MEETING BE ADJOURNED AT 8:55 A.M.

MOTION CARRIED.

TAKEN AS READ AND APPROVED

William Tidball, Chairman of the Board

Patricia Bennett, Secretary



**Hamilton
Entertainment
and Convention
Facilities Inc.**

101 York Boulevard
Hamilton, Ontario
Canada L8R 3L4
Tel. 416/546-4000
Fax 416/527-6856

FOR INFORMATION

MEMO TO : HECFI BOARD OF DIRECTORS

FROM : Mr. G. Macaluso,
Managing Director/CEO

: Mr. B. Calder, P.Eng.,
Director of Operations/Events Delivery

DATE : 1994 January 22

SUBJECT : HAMILTON PLACE - SOUND SYSTEM

RECOMMENDATION:

**THAT THE FOLLOWING REPORT BE RECEIVED FOR
INFORMATION.**

BACKGROUND:

At the 1994 January 19 meeting of the Operations Committee management was directed to prepare a report detailing a failure with the Great Hall sound system which occurred during a performance of the Hamilton Philharmonic Orchestra on 1993 December 19.

Specifically:

1. Reason for failure;

It was previously reported to the Operations Committee that the Great Hall sound system went into feedback and failed. It was suspected that the stereo left and right Urie 1178 limiter compressor and Brooke Sirens 200 crossover unit malfunctioned, causing a loss of the vocal feed to the on-stage monitors.

Westbury International inspected both the limiter compressor and the crossover unit. There were no faults or defects found in the limiter compressor however, the crossover was found to have several defective capacitors. The capacitors were found to be dried and cracked and approximately thirty (30) had to be replaced on the circuit boards within the unit. The deterioration of the capacitors can be attributed to the age of the crossover unit i.e. in service for approximately thirteen (13) years.

Staff traced further through the system and uncovered three other defective components. A defective connector and a damaged cable leading from the mix location to a new Bryston 4B amplifier located on stage right, were discovered. The amplifier was pulled from the system and sent to the manufacturer where it was determined to have a damaged circuit board; the probable cause of the damaged circuit board can be attributed to the shorted connector and cable in this leg of the system.

2. Cost to repair;

The cost to replace the capacitors in the crossover unit was approximately \$350.00. The circuit board in the amplifier was replaced at no cost since this component was under warranty.

3. Cost to rent spare components;

In order to provide an inventory of spare, back-up equipment an expenditure of approximately \$40,000. would be required. This equipment inventory cost would include portable equipment such as amplifiers, equalizers, crossovers, compressors but would not extend to permanent equipment such as the sound console and speaker clusters.

Providing back-up equipment will not assure complete reliability of the system. Problems, and possible failure may also occur in power, wiring and grounding systems; please note that these systems are in excess of twenty (20) years of age.

It should also be noted that during a performance, it may not be practical or possible to replace a defective piece of equipment. It is much easier and quicker to isolate and bypass a problematic piece of equipment than to make an exchange. Also, much of the equipment is hard wired-in which does not allow for quick disconnect.

4. Previous reports;

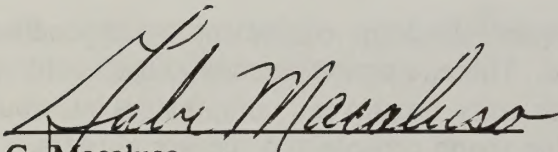
Included herewith, please find previous reports and motions pertaining to the sound system.

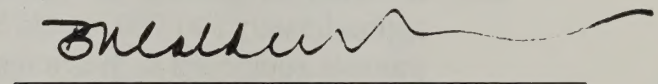
Specifically;

- A) Replacement of House Sound and Communication System dated 1993 June 8,
- B) Replacement of House Sound and Communication System dated 1993 July 2,
- C) Motion from Special Operations Committee held 1993 July 6 which tabled all proposed work to the sound system,

- D) 1994 - 2003 Provisional Capital Budget dated 1993 November 9,
- E) Motion from Board meeting held 1993 November 24 which reaffirmed the motion from the Operations Committee to postpone work on the sound system for one year to 1995.

Please note that as a result of Item C above, staff does not have the authority to spend previously approved and established Capital funds totalling \$132,230.00 on sound system replacements. Repairs and maintenance to the system can be undertaken by utilizing funds available in the current operating budget.


G. Macaluso,
Managing Director/CEO.


B. Calder, P.Eng.
Director of Operations/Events Delivery.



Hamilton
Entertainment
and Convention
Facilities Inc.

101 York Boulevard
Hamilton, Ontario
Canada L8R 3L4
Tel. 416/546-4000
Fax 416/527-6856

FOR ACTION

MEMO TO: OPERATIONS COMMITTEE

FROM: Mr. G. Macaluso
Managing Director/CEO

Mr. B. Calder, P. Eng.
Director of Operations/Events Delivery

DATE: 1993 June 8

SUBJECT: HAMILTON PLACE - Replacement of
House Sound and Communication System

RECOMMENDATION:

**THAT WORK RELATING TO THE REPLACEMENT OF THE HOUSE
SOUND AND COMMUNICATION SYSTEM AT HAMILTON PLACE BE
DEFERRED UNTIL 1994.**

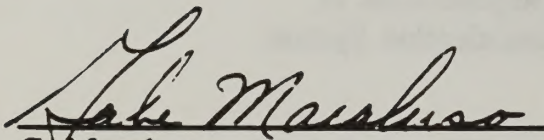
BACKGROUND:

Quotations have been received through the Purchasing Division of the Treasury Department for capital improvements i.e. replacement, to the house sound and communication system servicing the Great Hall of Hamilton Place.

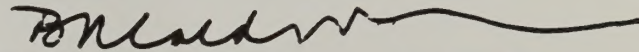
The quotations received are considerably higher than what our consultant had initially estimated in February, 1993 i.e. estimated total project cost; \$265,000., total project cost as quoted \$442,228. Part of the reason for this discrepancy relates to the fact that when the initial cost estimate was prepared, a complete comprehension of the existing system's condition was not known and it was not until the consultant had examined the system fully did he realize the state of repair.

In deferring this project as recommended, the consultant will be afforded the opportunity to revise the replacement specifications in an attempt to bring the cost of this project closer to our budget expectations. Also, deferral will allow staff to concentrate their efforts on other capital improvement projects scheduled to commence and be undertaken this summer.

Our recommendation to defer is also in keeping with the directive from the City of Hamilton to delay all projects which are of a non-essential nature. However, our recommendation should in no manner be construed as an admission that the replacement of the house sound and communication system at Hamilton Place is not required; the investigative work performed and subsequent improvements proposed by our consultant, reinforce the fact that significant improvements to these systems are needed so as to ensure consistent, reliable and high quality operation.



G. Macaluso,
Managing Director/CEO



B. Calder, P.Eng.
Director of Operations/Events Delivery



Hamilton
Entertainment
and Convention
Facilities Inc.

EXHIBIT 'B'

101 York Boulevard
Hamilton, Ontario
Canada L8R 3L4
Tel. 416/548-4000
Fax 416/527-6856

MEMO TO: OPERATIONS COMMITTEE

FROM: Mr. G. Macaluso
Managing Director/CEO

Mr. J. van den Heuvel
Acting Director
Operations/Events Delivery

DATE: July 2, 1993

SUBJECT: **HP: REPLACEMENT OF HOUSE SOUND
AND COMMUNICATION SYSTEM**

RECOMMENDATION:

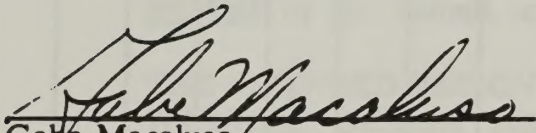
1. THAT THE FOLLOWING HAMILTON PLACE HOUSE SOUND AND COMMUNICATION SYSTEM PROJECTS BE APPROVED AT A COST NOT TO EXCEED THE ESTIMATED AMOUNT OF \$220,000.; COMPLETION OF THE PROJECTS TO BE UNDERTAKEN AS SOON AS POSSIBLE FOLLOWING THE CALL FOR QUOTATIONS:
 - (i) INTERCOM SYSTEM AND RELATED CONDUIT
 - (ii) REWIRING OF CONSOLE MIX POSITION
 - (iii) PAGING AND PROGRAM SOUND AND RELATED CONDUIT
2. THAT DUE TO THE TIME CONSTRAINTS WHICH ARE NECESSARY IN ORDER TO COMPLETE THESE PROJECTS DURING THE SLOWER SUMMER PERIOD, THE OPERATIONS COMMITTEE AUTHORIZES STAFF TO SELECT AND APPROVE APPROPRIATE SUPPLIERS, WITHOUT FURTHER REFERENCES TO THE COMMITTEE, ONCE TENDER DOCUMENTS ARE RECEIVED.
3. THAT FUNDING OF THESE PROJECTS BE FINANCED FROM CAPITAL ACCOUNTS CF 5200929151016 AND CF 5200928851003 WHICH HAVE PREVIOUSLY BEEN AUTHORIZED AND ESTABLISHED TO FUND THIS PARTICULAR PROJECT. THE BALANCE OF THE COSTS TO BE FUNDED FROM ACCOUNT CF 5200929251006.

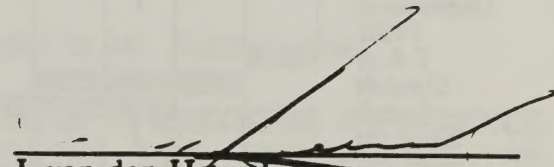
BACKGROUND:

- At its meeting held June 16, 1993 staff recommended that work relating to the replacement of the house sound and communication system at Hamilton Place be deferred until 1994 for reasons of considerably higher costs than originally anticipated. The committee instructed management to identify and cost out the projects which could be upgraded prior to 1994 on a priority basis and within budget parameters.
- In addition to the aforementioned projects it is staff's intention to complete the following sound related projects:
 - (i) Replacement of faulty amplifiers \$ 6,000.
 - (ii) Repair of sound console \$ 5,000.
 - (iii) AC power and ground \$25,000.
- In conjunction with the consultant management developed the foregoing schedule of separate components which can be completed prior to 1994 in order of priority. Amended specifications will be developed once Committee approval of the projects has been received; cost quotations will then be requested. It is hoped that the work can be substantially completed over the course of the summer months.
- The rationale for initiating the projects during the summer is that currently, the sound systems in Hamilton Place are inadequate; there are, at times, breakdowns in the communications (intercom) system and certain key locations are not connected to the system at all. Over time the age of the equipment and the general state of disrepair particularly in the sound console mix area, could result in complete shut-down of the system should one of the components fail. Currently it is not possible to temporarily insert replacement components into the existing system. The current system does not meet industry standards and as the system continues to age and deteriorate the overall sound system at Hamilton Place is at risk. Initiating the work as soon as possible is a safeguard which hopefully, will ensure sound continuity within the facility.

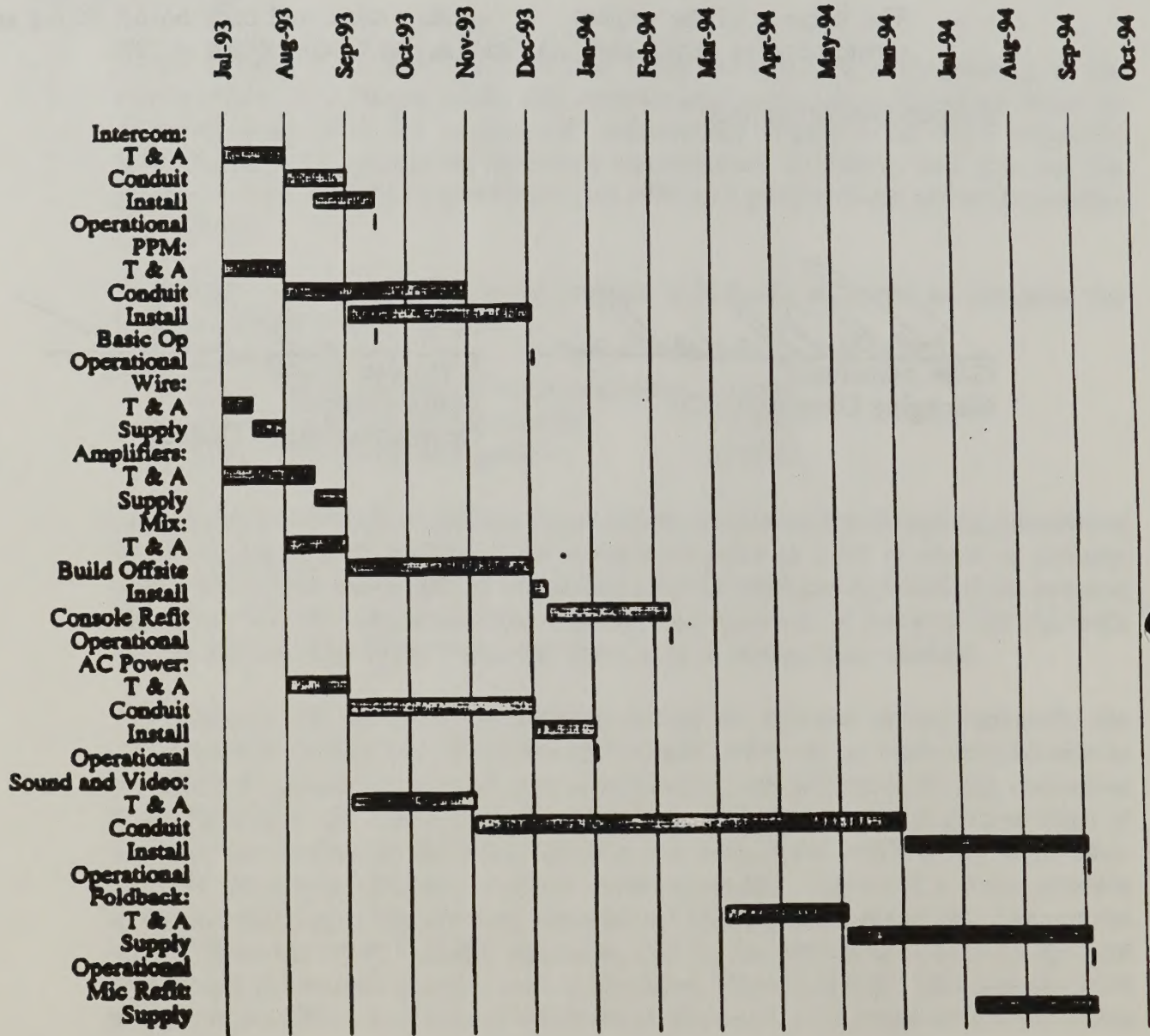
- The balance of the project - ie - conduit cable and back boxes; wiring and cable termination to panels and jack fields are to be completed in 1994.

Respectfully submitted


Gabe Macaluso
Managing Director/CEO


J. van den Heuvel
Acting Director
Operations/Events Delivery

Hamilton Place Sound & Communications Systems Renovations: Proposed Timetable



Note:

T&A = Tender and Award

Mix = House Console and Equipment

AC Power = Technical Power Distribution System

PPM = Paging and Program Sound

ENGINEERING HARMONICS

H.E.C.F.I. Board of Directors
Special Operations Committee Meeting
July 6, 1993

Page 3

The consultants defended the proposed cedar white wash in the lobby explaining that as both the ceiling and floor were dark, the walls needed to be a lighter shade in order to give the area a more spacious appearance.

MOVED by Mr. Tidball, seconded by Mr. Kujavsky that

THE AMENDED DESIGN CONCEPT PRESENTED BY TERENCE WEBSTER DESIGN ASSOCIATES LTD. RESPECTING THE WENTWORTH EXHIBITION HALL, MAIN ENTRANCE LOBBY, CORRIDORS AND MEETING ROOMS IN THE CONVENTION CENTRE BE APPROVED.

MOTION CARRIED. Alderman Merling opposed the recommendation as it pertained to the ceiling tiles only.

2. HP: Sound System

At its meeting held June 16th, following a review of management's recommendation to defer replacement of the house sound and communication system at Hamilton Place to 1994 (because price quotations had been received which exceeded budget limitations), the Operations Committee requested that staff identify and cost out on a priority basis the projects which could be upgraded prior to 1994 and within budget parameters. Upon review of management's July 2nd recommendation to proceed with projects in 1993 not to exceed a cost of \$220,000., it was

MOVED by Alderman Charters, seconded by Alderman Anderson that

THE PROPOSAL RESPECTING REPLACEMENT OF HOUSE SOUND AND COMMUNICATION SYSTEM AT HAMILTON PLACE BE TABLED.

MOTION CARRIED.



Hamilton
Entertainment
and Convention
Facilities Inc.

EXHIBIT D
100 York Boulevard
Hamilton, Ontario
Canada L8R 3L4
Tel. 416/526-4000
Fax 416/527-6856

FOR ACTION

MEMO TO: OPERATIONS COMMITTEE
FINANCE AND ADMINISTRATION COMMITTEE

FROM: Mr. G. Macaluso
Managing Director/CEO

Mr. J. Leuser, C.A.,
Director of Finance and Administration

Mr. B. Calder, P.Eng.,
Director of Operations/Events Delivery

DATE: 1993 November 9

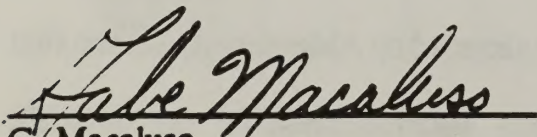
SUBJECT: 1994 - 2003 Provisional Capital Budget

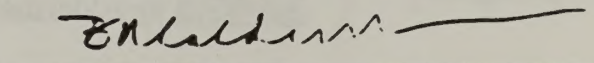
RECOMMENDATION:

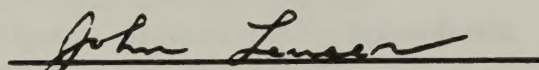
THAT THE OPERATIONS AND FINANCE AND ADMINISTRATION COMMITTEES CONSIDER THE ATTACHED CAPITAL PROJECTS FOR CONSIDERATION IN THE TEN YEAR 1994-2003 PROVISIONAL CAPITAL BUDGET TO BE REVIEWED AND RECOMMENDED BY THE CITY MANAGEMENT TEAM FOR CONSIDERATION OF THE COMMITTEE OF THE WHOLE AND CITY COUNCIL.

BACKGROUND:

Please refer to the attached Summary and accompanying individual Capital Project Submission forms.


G. Macaluso,
Managing Director/CEO


B. N. Calder, P.Eng.,
Director of Operations/Events Delivery


J. Leuser, C.A.,
Director of Finance and Administration

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. ~ ~ 1994 TO 2003 CAPITAL BUDGET PROGRAMME

Project Description	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003
Replacements and Renovations for Facilities and Equipment	130	120	220	245	375	325	300	230	200	180
HCC : Wentworth Exhibition Hall Renovations	70									
: Carpet Replacement		240	350							
: Roofing Replacement										
Hamilton Place:										
Casual Furniture Replacement	60	60								
Sound Reinforcement System	240									
Retrofit/Refurbish Exterior Signage	230									
Great Hall Seating Replacement		340	200		225					
Carpet Replacement										
Corporate:										
Facility Management System					300	300				
TOTAL	730	760	770	245	900	625	300	230	200	180

Special Item for
Separate Consideration -

Hamilton Place:
Installation of
Speaker System 900

PROJECT NUMBER _____
(Treasury to complete)1994-2003 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: H.E.C.F.I.
2. PROJECT NAME: Hamilton Place - Additional Funding for Sound Reinforcement System
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
Replacement of sound reinforcement system, electrical wiring and conduit for the Great Hall at Hamilton Place. Existing system is approximately 20 years old and in need of repair. Approximately \$120,000. remains unexpended from previously approved Capital Budget submissions i.e. 1988 and 1991, relating to this project.
4. DEPARTMENTAL PRIORITY ORDER: 3
5. NATURE OF PROJECT:
 - (a) MAINTENANCE OF AN EXISTING PROJECT X
 - (b) HARD SERVICE _____
 - (c) SOFT SERVICE _____
6. PROJECT JUSTIFICATION:
 - (a) STRATEGIC DIRECTION
(Image of the City, Quality of Life, Transportation) _____
 - (b) HEALTH/SAFETY/ENVIRONMENT _____
 - (c) LEGISLATED BY SENIOR LEVELS OF GOVERNMENT _____
 - (d) NEEDS ANALYSIS (Demand, Equitable, Cost / Benefit) _____
 - (e) ECONOMIC DEVELOPMENT _____
 - (f) PRODUCE JOBS IN THE PRIVATE SECTOR _____
 - (g) MAINTAIN EXISTING SERVICE
(Roads, Buildings, Other basic infrastructure) X
 - (h) REDUCE ONGOING COST
(Staffing and/or resource requirements) _____
7. FEASIBILITY STUDY:
 - (a) DATE (MONTH-YEAR): _____
 - (b) GROSS COST \$ _____
8.
 - (a) PROJECT STARTING DATE (MONTH-YEAR) June 1994
 - (b) PROJECT FINISHING DATE (MONTH-YEAR): August 1994
9.
 - (a) GROSS COST OF PROJECT In Year-Of-Start Dollars: \$ 240,000.
 - (b) LESS PROVINCIAL SUBSIDIES:
(Identify nature of Subsidy _____
and describe) _____ \$ _____
 - (c) LESS OTHER RECEIPTS (Specify): _____ \$ _____
 - (d) NET CITY'S COST: \$ 240,000.
10. (a) YEAR OF EXPENDITURE:

- 1994 \$ <u>240,000.</u>	- 1999 \$ _____
- 1995 \$ _____	- 2000 \$ _____
- 1996 \$ _____	- 2001 \$ _____
- 1997 \$ _____	- 2002 \$ _____
- 1998 \$ _____	- 2003 \$ _____

11. ESTIMATE PREPARED BY:
(a) PROPERTY DEPARTMENT - ARCHITECTURAL DIVISION

No X Yes

If yes, signature of Manager of Architectural Division

- (b) If no, the basis of assumptions Project tendered in June 1993.

12. ADDITIONAL JOBS TO BE CREATED BY PROJECT:

- (a) WITHIN THE CITY DEPARTMENTS
(b) IN THE COMMUNITY

0
0

13. ADDITIONAL ANNUAL OPERATING COST IN CURRENT BUDGET:

- (a) FIRST YEAR - DATE (MONTH-YEAR) _____
(b) GROSS COST (All Inclusive) _____
(c) LESS RECOVERY/REVENUE _____
(d) NET CITY'S COST _____
(e) FOLLOWING YEAR - DATE (MONTH-YEAR) _____
(f) GROSS COST (All Inclusive) _____
(g) LESS RECOVERY/REVENUE _____
(h) NET CITY'S COST _____

\$ 0
\$ _____
\$ 0
\$ 0
\$ 0
\$ _____
\$ 0

NOTE: Includes programming costs, utilities, building and ground maintenance expenses, and all administrative costs.

14. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:

The house sound reinforcement system is critical to the performance of shows scheduled in the Great Hall. Presently the reliability of this system is questionable; replacement is necessary to ensure trouble free performance.

15. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

No X Yes ; If yes,

- (a) PROJECT NO. (1993-2002 Capital Budget) _____
(b) AT CITY'S COST OF \$ _____
(c) SCHEDULED TO START IN THE YEAR _____

[Signature]
Signature of Department Head/
Local Board Manager

1773 October 19

Date

[Signature]
Signature of GAO CEO

Oct 19/93

Date

16. FUNDING (Treasury Department To Complete):

- (a) NATURE OF PROPOSED FINANCING: _____
(b) RESERVE/CAPITAL LEVY FUNDING AVAILABLE:
Yes No
(c) IF DEBENTURE FINANCING:
(i) ANNUAL DEBENTURE FINANCING COST: \$ _____
(ii) TOTAL CARRYING COST OF RETIRING DEBT: \$ _____

NOTE: Estimates of all building related projects and the related operating cost must be provided by the Architectural Division, Property Department.

H.E.C.F.I. Board of Directors
Regular Meeting
November 24, 1993

Page 5

I.A.T.S.E. Local 129 Contract(s) Extensions

THE TERM OF THE CURRENT I.A.T.S.E. LOCAL 129 COLLECTIVE AGREEMENTS RESPECTING HAMILTON PLACE, HAMILTON CONVENTION CENTRE AND COPPS COLISEUM BE EXTENDED FROM JUNE 30, 1994 TO MARCH 31, 1996 WITH WAGES AND BENEFITS FROZEN AT PRESENT LEVELS.

City of Hamilton Early Retirement Program

THAT H.E.C.F.I. RECOMMEND TO THE CITY OF HAMILTON'S FINANCE AND ADMINISTRATION COMMITTEE THAT H.E.C.F.I. OPT OUT OF THE CITY'S EARLY RETIREMENT PLAN.

MOTIONS CARRIED.

A. Operations Committee Eleventh Report

A motion to amend the recommendation contained in the Operations Committee Eleventh Report deleting the following reference "...and postponing the sound reinforcement system at Hamilton Place for one year to 1995..." was tabled by Mr. Nolan, seconded by Mr. Kujavsky. The motion was defeated.

MOVED by Alderman Charters, seconded by Mr. Kujavsky that

THE 1994 PORTION OF THE CAPITAL BUDGET INCLUDE AN AMOUNT OF \$130,000. FOR THE PURPOSE OF INSTALLING A CASH MANAGEMENT SYSTEM FOR THE FOOD AND BEVERAGE CONCESSION OPERATION AT COPPS COLISEUM.

MOTION CARRIED.

MOVED by Alderman Merling, seconded by Alderman Charters that

THE TEN YEAR 1994 - 2003 PROVISIONAL CAPITAL BUDGET BE APPROVED AS AMENDED, EXCLUDING THE ITEM RESPECTING THE HAMILTON PLACE SPRINKLER SYSTEM AND POSTPONING THE SOUND REINFORCEMENT SYSTEM AT HAMILTON PLACE FOR ONE YEAR TO 1995; and

INCLUDING IN THE 1994 PORTION OF THE CAPITAL BUDGET AN AMOUNT OF \$130,000. FOR THE PURPOSE OF INSTALLING A CASH MANAGEMENT SYSTEM FOR THE FOOD AND BEVERAGE CONCESSION OPERATION AT COPPS COLISEUM AND FORWARDED TO THE CITY'S COMMITTEE OF THE WHOLE AND CITY COUNCIL; and

THAT THE ISSUE OF THE HAMILTON PLACE SPRINKLER SYSTEM BE FORWARDED TO THE CITY'S FINANCE AND ADMINISTRATION COMMITTEE

MOTION CARRIED.

B. Finance and Administration Committee Ninth Report

MOVED by Mr. Nolan, seconded by Mrs. Isbester that

THE FINANCE AND ADMINISTRATION COMMITTEE NINTH REPORT BE APPROVED AND THE FOLLOWING RECOMMENDATIONS ENDORSED:

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

MEETING OF THE BOARD OF DIRECTORS

Friday, February 25, 1994
8:00 a.m.

Copps Coliseum, Hamilton Room

ORDER OF BUSINESS

HECFI Corporate Offices
101 York Blvd.
HAMILTON, ONTARIO
CANADA L8R 3L4
Tel. 416/546-4000
Fax 416/527-6856

URBAN/MUNICIPAL

CA4 ON HBL V89
A35
1994

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A. Operations Committee Second Report

Attachment A

B. Finance and Administration Committee First Report

Attachment B

C. Marketing and Sales Committee Second Report

Attachment C

INFORMATION ITEMS

2. Correspondence

Attachment 2

3. Minutes of Regular Meeting Held January 28, 1994
and Special Meeting Held February 11, 1994

Attachment 3

3.1 Errors or Omissions

3.2 Motion for Approval

4. Business Arising From the Minutes

4.1 HP: Sound System

Attachment 4.1

5. Private and Confidential

5.1 Contractual Matters

6. New Business

7. Other Business

8. Date of Next Meeting:

Friday, March 25, 1994

8:00 A.M.

Hamilton Convention Centre, Albion A

9. Motion to Adjourn

OUTSTANDING BUSINESS

Nil

February 21, 1994

Patricia Bennett

Secretary to the Board of Directors

ST. JOHN'S COLLEGE

ST. JOHN'S COLLEGE
LIBRARY



A

OPERATIONS COMMITTEE SECOND REPORT

The Operations Committee presents its **SECOND** report from its meeting held February 16, 1994 and respectfully requests approval of the following:

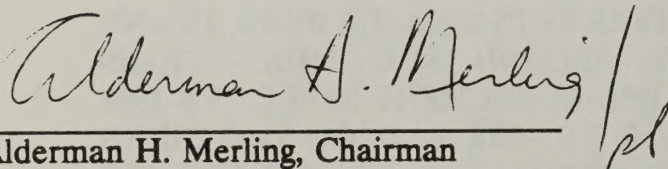
1. Agreement Between Hamilton Entertainment and Convention Facilities Inc. and the Hamilton Musicians Guild Local 293

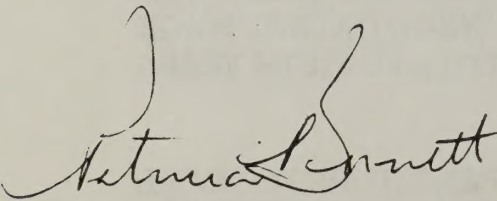
THE EXISTING AGREEMENT BETWEEN H.E.C.F.I. AND THE HAMILTON MUSICIANS GUILD WHICH EXPIRED 1993 AUGUST 31, BE RENEGOTIATED TO INCORPORATE THE FOLLOWING REVISIONS TO THE TERMS AND CONDITIONS STIPULATED THEREIN:

- A) THE TERM OF THE AGREEMENT BE FIVE (5) YEARS, COMMENCING 1993 SEPTEMBER 1 AND TERMINATING 1998 AUGUST 31.**
- B) THE SCHEDULE OF FEES BE INCREASED BY 0%, 2% AND 2% IN THE FIRST, SECOND AND THIRD YEARS RESPECTIVELY OF THE AGREEMENT EFFECTIVE 1993 SEPTEMBER 1; PRIOR TO THE END OF THE THIRD YEAR, THE AGREEMENT SHALL BE RE-OPENED WITH THE EXCLUSIVE INTENTION OF NEGOTIATING WAGE RATE INCREASES FOR THE FOURTH AND FIFTH YEARS OF THE AGREEMENT.**
- C) THE GUARANTEED MINIMUM EXPENDITURE TO LOCAL 293 MUSICIANS OVER THE COMPLETE FIVE (5) YEAR TERM OF THE AGREEMENT SHALL BE ESTABLISHED AT \$75,000.00.**
- D) TWO LETTERS OF UNDERSTANDING SHALL BE APPENDED TO THE AGREEMENT COVERING:**

- 1) **THE CARRY OVER OF ANY SHORTFALL IN
THE GUARANTEED MINIMUM
EXPENDITURE TO THE SUBSEQUENT TERM
OF THE AGREEMENT.**
- 2) **THE EMPLOYMENT OF MUSICIANS FOR
THE PIANO NOBILE AREA IN HAMILTON
PLACE.**

Respectfully submitted,


Alderman H. Merling, Chairman


Patricia Bennett, Secretary

B

FINANCE AND ADMINISTRATION COMMITTEE FIRST REPORT

The Finance and Administration Committee represents its **FIRST** report from its meeting held February 17, 1994 and respectfully requests approval of the following:

1. H.E.C.F.I. 1994 Operating Budget

**THE FOLLOWING REDUCTIONS TO THE 1994 OPERATING BUDGET
BE RECOMMENDED TO THE H.E.C.F.I. BOARD FOR APPROVAL:**

- (i) **REMOVAL OF ALL ANNIVERSARY MERIT INCREASES,
INCLUDING RELATED BENEFIT COSTS, FOR 1994**

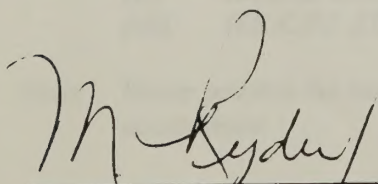
\$30,900.
 - (ii) **SUBJECT TO ANY FUTURE RECOMMENDATIONS OF THE
MANAGING DIRECTOR/CEO, THAT THE POSITION OF
ADMINISTRATIVE ASSISTANT TO THE MANAGING
DIRECTOR/CEO BE LEFT VACANT FOR 1994**

\$44,830.
 - (iii) **SALARY AND RELATED BENEFIT COST SAVINGS BEING
REALIZED AS A RESULT OF FILLING A VACANCY IN THE
HOSPITALITY SALES DEPARTMENT AT A STARTING
SALARY BELOW THAT PROVIDED FOR IN THE 1994
OPERATING BUDGET**

\$ 3,480.
 - (iv) **A DECREASE IN THE ANNUAL PROVISION FOR CAPITAL
REPLACEMENT FROM \$100,000. TO \$79,210**

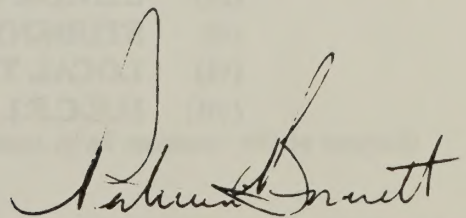
\$20,790.
- Total: \$100,000.**

Respectfully submitted,



Mr. Marvin Ryder, Chairman

pb



Patricia Bennett, Secretary

MARKETING AND SALES COMMITTEE SECOND REPORT

The Marketing and Sales Committee presents its **SECOND** report from its meeting held February 17, 1994 and respectfully requests approval of the following:

1. Papering the House Policy

THAT THE PAPERING POLICY, SPECIFICALLY THAT WHICH PERTAINS TO AUDIENCE DEVELOPMENT, BE DEFINED AS FOLLOWS:

- 1. THOSE WHO ARE ALREADY "CONSUMERS" WITH POSITIVE ATTITUDES AND BEHAVIOUR;**
- 2. THOSE WHO ARE OCCASIONAL "CONSUMERS" WITH POSITIVE ATTITUDES;**
- 3. THOSE WHO HAVE A POSITIVE ATTITUDE BUT NO REGULAR ATTENDANCE PATTERN; and**

THAT THE FOLLOWING USES, ORGANIZATIONS AND GROUPS BE GIVEN PRIORITY WHEN "PAPERING" TAKES PLACE:

- (i) AS AN AUDIENCE DEVELOPMENT TOOL;**
- (ii) N O N - P R O F I T / C H A R I T A B L E ORGANIZATIONS FOR DISTRIBUTION TO CLIENTS;**
- (iii) H.E.C.F.I. TENANTS;**
- (iv) SENIOR CITIZEN ORGANIZATIONS;**
- (v) STUDENT ORGANIZATIONS;**
- (vi) LOCAL THEATRE GROUPS;**
- (vii) H.E.C.F.I. STAFF.**

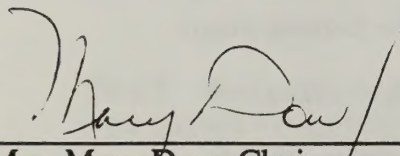
The amended Papering Policy in its entirety is as follows:

PAPERING POLICY

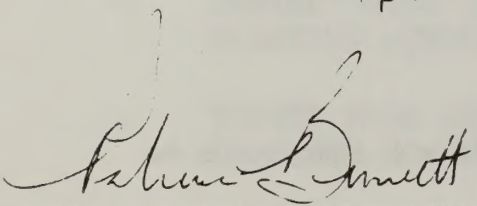
1. *A recommendation to "paper" will be brought forward by The Entertainment Executive, with the agreement of or at the request of the promoter/co-promoter.*
2. *The final decision to "paper the house" will be made by the Director of Marketing in consultation with the CEO.*
3. *The procedure for "Papering the House" will always be done in such a way that:*
 - a) *it is an audience development tool to be directed at the following groups:*
 - i) *those who are already "consumers" with positive attitudes and behaviour;*
 - ii) *those who are occasional "consumers" with positive attitudes;*
 - iii) *those who have a positive attitude but no regular attendance pattern;*
 - b) *It is not obvious to other theatre patrons;*
 - c) *Every effort is made to insure that the audience is appropriate to the performance in question;*
 - d) *Tickets distributed by a sponsor/presenter are handled in a discrete, careful and professional manner.*
4. *Once the decision to "paper" is made the Entertainment Executive will consult and coordinate actions with the Promotion & Public Relations Officer and the Box Office Manager.*
5. *The following uses, organizations and groups will be given priority when papering takes place:*
 - (i) *AS AN AUDIENCE DEVELOPMENT TOOL;*
 - (ii) *NON-PROFIT/CHARITABLE ORGANIZATIONS FOR DISTRIBUTION TO CLIENTS;*
 - (iii) *H.E.C.F.I. TENANTS;*
 - (iv) *SENIOR CITIZEN ORGANIZATIONS;*
 - (v) *STUDENT ORGANIZATIONS;*
 - (vi) *LOCAL THEATRE GROUPS;*
 - (vii) *H.E.C.F.I. STAFF.*

Note: Where possible the number of tickets distributed and the names of all recipients will be carefully documented.

Respectfully submitted,



Mrs. Mary Dow, Chair / *pl*



Patricia Bennett, Secretary



**HAMILTON-
HALTON
HOME
BUILDERS'
ASSOCIATION**

A member of the Canadian
Home Builders' Association

1112 Rymal Rd. E., Hamilton, Ont. L8W 3N7
Tel. 575-3344 or 634-1200 Fax 574-3411

*cc: Sal Ferrauto
Barry Snelinger
Pat Bennett
(Bridgman)*

January 18, 1994

Mr. Gabe Macaluso
Managing Director CEO
Hamilton Entertainment and Convention Facilities
1 Summers Lane
Hamilton, Ontario
L8P 4Y2

Dear Mr. Macaluso:

Please accept this letter on behalf of the Hamilton-Halton Home Builders' Association as a small token of our appreciation to the entire group at HECFI.

As you may be aware, our recently completed Better Living Home Show was, by all accounts, a tremendous success. Our organization is extremely proud in bringing another great event to the City of Hamilton and the efforts of everyone at the Convention Centre played an integral role in making our Show successful.

We would appreciate you passing along our thanks to everyone at HECFI and we look forward to continuing our great relationship with your fine organization.

Sincerely,

HAMILTON-HALTON HOME BUILDERS' ASSOCIATION

Dan F. Condon

Dan F. Condon
Executive Officer

FEB 11 1994

FOOD SHARE

50 MURRAY ST. WEST
HAMILTON, ONTARIO

L8L 1B3

529-3881

FAX: 521-0251

FOOD
SHARE



GREATER HAMILTON

February 9, 1994

Hamilton Entertainment
& Convention Facilities Inc.
101 York Blvd.
Hamilton, Ontario
L8R 3L4

Attention: Mr. Gabe Macaluso
Managing Director C.E.O.

Dear Mr. Macaluso:

It is my pleasure to thank you for your support during the Christmas season.

Our operation has built a great working relationship with the staff of Copps Coliseum and it is a relationship we value and appreciate very much.

I would like to thank you for the generous contribution of \$640.00, raised during the viewing of a Tiger Cat game. This gift was not only a financial one but it initiated additional awareness that hunger exists in our city.

To better serve our Member Agencies, Food Share has moved as of January 1, 1994. I apologize for the delay in initiating our correspondence to you after the Christmas season.

Thank you for your interest and support of the Food Share Program. I would like to extend a special thank you to the staff of Copps Coliseum who have always aided in the collection of food during special events by storing the food and allowing us to pick up the next business day.

We at Food Share wish you a prosperous new year and we look forward to working with you and your staff again during 1994.

Yours truly,

A stylized, handwritten signature in dark ink, appearing to read 'Joanne Santucci'.

Joanne Santucci
Executive Director

Member Agencies:

- Good Shepherd Centres
- Mission Services Of Hamilton
- Neighbour To Neighbour
- St. Matthew's House
- The Salvation Army
- Wesley Urban Ministries

3.

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Friday, January 28, 1994
8:00 a.m.
Copps Coliseum, Hamilton Room**

MINUTES

PRESENT:

Mr. W. Tidball, Chairman
Mr. C. Nolan, Second Vice Chairman
Alderman H. Merling
Alderman B. Charters
Alderman F. Eisenberger
Mrs. M. Dow
Mrs. J. Isbester
Mr. M. Ryder
Mr. A. DiIanni
Mr. J. Kujavsky
Mr. G. Kay
Mr. F. Deys

ALSO PRESENT:

Mr. G. Macaluso
Mr. J. Leuser
Mr. B. Calder
Mr. B. Snetsinger
Mr. J. van den Heuvel

REGRETS:

Mayor R. Morrow
Alderman T. Anderson

1. Opening Remarks

The Chairman called the meeting to order at 8:25 a.m. and thanked everyone for attending the meeting. Mr. Tidball informed Board Members that the January 4th N.H.L. Pre-Game reception/dinner was well received by those in attendance; Commissioner Gary Bettman was not present at the dinner but attended the game; he and CEO, Gabe Macaluso, were invited to attend the All Star game in New York which included attendance at a number of receptions; Copps Coliseum was awarded an exhibition game September 16th between Toronto and Washington. Mr. Tidball encouraged the attendance of Board Members to the two next N.H.L. Pre-Game receptions/dinners February 22nd and March 23rd. As well, Board Members were reminded and encouraged to attend the annual Chairman's Dinner to be held Friday, February 11th at which former Board Member Frank DeNardis will be honoured.

During discussion and in response to Mr. Ryder's query, Mr. Tidball stated that without question those who attended the various receptions and the All Star Game were aware of Hamilton and Copps Coliseum. Mr. Kay noted that this is the first time H.E.C.F.I. representatives had been formally invited to attend an N.H.L. event. A promotion package by C.H.C.H./C.H.M.L. of the February 22nd game is currently being considered by the N.H.L.

A. Operations Committee First Report

MOVED by Alderman Charters, seconded by Mr. Nolan that

**THE OPERATIONS COMMITTEE FIRST REPORT BE APPROVED
AND THE FOLLOWING RECOMMENDATIONS ENDORSED:**

HCC: Renovations to Wentworth Exhibition Hall and
Lobby

**THAT A CONTINGENCY ALLOWANCE IN THE
AMOUNT OF \$15,000. BE ESTABLISHED FOR THE
PROJECT RESPECTING RENOVATIONS TO
WENTWORTH EXHIBITION HALL AND LOBBY; and**

THAT FUNDING FOR THIS CONTINGENCY ALLOWANCE BE FINANCED FROM WORK-IN-PROGRESS ACCOUNT NO. CF 5200929241003, REFURBISH/RENOVATE WENTWORTH EXHIBITION HALL.

HCC: Phase Two / Renovations to Wentworth Exhibition Hall

THAT PHASE TWO OF THE RENOVATIONS PROPOSED FOR THE WENTWORTH EXHIBITION HALL BE COMMENCED, I.E. QUOTATIONS OBTAINED FOR WALL TREATMENT.

MOTION CARRIED.

B. Marketing and Sales Committee First Report

MOVED by Mrs. Dow, seconded by Alderman Charters that

THE MARKETING AND SALES COMMITTEE FIRST REPORT BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

1994 Marketing Plan

THAT THE BUDGET PORTION OF THE 1994 MARKETING PLAN BE REFERRED TO THE SPECIAL FEBRUARY 2ND JOINT FINANCE & ADMINISTRATION AND OPERATIONS COMMITTEE MEETING; and

THAT THE REMAINDER OF THE 1994 MARKETING PLAN BE APPROVED.

MOTION CARRIED. Alderman Eisenberger and Mr. Nolan opposed the motion.

During a lengthy discussion of the proposed Marketing Plan, management was requested to present a report to the next Marketing and Sales Committee which outlines what the implications of a new C.P.I. facility in Toronto are to the Toronto/Hamilton market.

Although unresolved, considerable discussion took place respecting the pros and cons of publicly declaring Hamilton as a "B" market. Those in favour of this type of publicity believed the public should be realistic about its expectations in terms of what concerts Hamilton is likely to get while those opposed believed in the possibility of developing the Hamilton area as a thriving entertainment area despite its close proximity to Toronto and Buffalo.

C. Community Dinner : CYO February 24, 1994

MOVED by Alderman Charters, seconded by Alderman Eisenberger that

NO ACTION BE TAKEN IN RESPECT OF THE PURCHASE OF TICKETS TO THE FEBRUARY 24, 1994 CYO DINNER.

MOTION CARRIED.

D. Community Dinner : IAPA/Wentworth, February 24, 1994

MOVED by Mrs. Isbester, seconded by Mr. Kujavsky that

NO ACTION BE TAKEN IN RESPECT OF THE PURCHASE OF TICKETS TO THE FEBRUARY 24, 1994 66TH ANNUAL MEETING OF THE I.A.P.A.

MOTION CARRIED.

While the Board has not set policy in respect of the purchase of tickets to community events, there is a general understanding that events which take place in H.E.C.F.I. facilities will be considered. The Board requested that in future staff provide background information (i.e. - whether the Board has purchased tickets in the past; whether funding is available, etc.) as well as a recommendation which includes any possible benefit(s) which may result from the purchase of tickets.

2. Correspondence

MOVED by Mrs. Dow, seconded by Mr. DiIanni that

CORRESPONDENCE INCLUDED IN THE AGENDA PACKAGE AS ATTACHMENT 2 BE RECEIVED.

MOTION CARRIED.

3. Minutes of Regular Meetings Held December 20, 1993 and January 11, 1994

MOVED by Mr. Nolan, seconded by Mr. Kujavsky that

THE MINUTES OF REGULAR MEETINGS HELD DECEMBER 20, 1993 AND JANUARY 11, 1994 BE APPROVED.

MOTION CARRIED.

4. Business Arising From the Minutes

4.1 HP: Sound System

MOVED by Mr. Kay, seconded by Mrs. Dow that

THE BOARD'S NOVEMBER 24, 1993 DEFERMENT OF THE HAMILTON PLACE SOUND SYSTEM TO 1995 WITHIN THE 1994-2003 PROVISIONAL CAPITAL BUDGET BE RECONSIDERED.

MOTION CARRIED. It was noted that both Mr. Kay and Mrs. Dow voted in the majority when the motion proposing the deletion of the Operation Committee's amendment was defeated.

During a lengthy discussion the Director of Operations and Events Delivery advised that if the City included in its grant application (Federal Infrastructure Funding Program) the Hamilton Place Sound System it would qualify as a 1995 project (not a 1994 project); it is anticipated that the City's Management Team will be making its grant projects recommendation(s) to Council within the next two weeks. It was suggested that the Board table its discussion pending the outcome of the Management Team's recommendation. It was

MOVED by Mr. Ryder, seconded by Mr. Nolan that

THE MOTION TO RECONSIDER THE ISSUE OF THE HAMILTON PLACE SOUND SYSTEM BE TABLED TO THE FEBRUARY 25, 1994 MEETING OF THE BOARD.

MOTION CARRIED.

5. Private and Confidential

The Board moved into an In-Camera Session in order to discuss matters of a private and confidential nature. All staff, with the exception of the CEO, were requested to leave the meeting room. It was

MOVED by Alderman Eisenberger, seconded by Mr. Kujavsky that
THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 10:25 A.M.

MOTION CARRIED.

Staff reentered the meeting at 10:44 a.m.

MOVED by Mr. Kujavsky, seconded by Mrs. Isbester that
THE IN-CAMERA SESSION BE ADJOURNED AT 10:45 A.M.

MOTION CARRIED.

6. New Business
7. Other Business
8. Date of Next Meeting

Special Board:
Friday, February 11, 1994
8:00 A.M.
Copps Coliseum : Hamilton Room

Regular Board:
Friday, February 25, 1994
8:00 A.M.
Copps Coliseum : Hamilton Room

9. Adjournment

MOVED by Alderman Eisenberger, seconded by Mr. Deys that
THE MEETING BE ADJOURNED AT 10:47 A.M.

MOTION CARRIED.

TAKEN AS READ AND APPROVED

William Tidball, Chairman

Patricia Bennett, Secretary

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

SPECIAL MEETING OF THE BOARD OF DIRECTORS

**Friday, February 11, 1994
8:00 A.M.
Copps Coliseum, Hamilton Room**

MINUTES

PRESENT: Mr. W. Tidball, Chairman
Alderman T. Anderson, First Vice-Chairman
Mr. C. Nolan, Second Vice-Chairman
Alderman H. Merling
Alderman B. Charters
Alderman F. Eisenberger
Mrs. M. Dow
Mrs. J. Isbester
Mr. M. Ryder
Mr. A. DiIanni
Mr. J. Kujavsky
Mr. G. Kay
Mr. F. Deys

ALSO PRESENT: Mr. G. Macaluso
Mr. J. Leuser
Mr. B. Snetsinger
Mr. B. Calder

GUEST: Peter Barkwell, City's Law Department

REGRETS: Mayor R. Morrow

1. Opening Remarks

The Chairman called the meeting to order at 8:20 a.m.

A. H.E.C.F.I. 1994 Operating Budget

Following a lengthy discussion it was

MOVED by Alderman Charters, seconded by Alderman Merling that

THE 1994 OPERATING BUDGET BE AMENDED TO REFLECT A REDUCTION OF \$100,000. TO THE MUNICIPAL CONTRIBUTION.

MOTION CARRIED.

During the discussion management was requested to eliminate the provision for employee merit increases; however because there had been conflicting communication from the Human Resources Department vis-a-vis the City's action in this regard, the decision to remove the item from the budget will be made by management and will be dependent upon what decision the City reaches.

It was noted that the budget, as presented, reflects a 4% decrease to the municipal contribution.

The CEO explained that the provision for capital improvements (\$100,000) is to provide for H.E.C.F.I.'s future ability to "pay-as-you-go" in regards to future capital projects, thereby eliminating the need for debenturing. However, following a brief discussion about deleting this provision from the budget it was agreed that staff will determine where to make the necessary cuts (not necessarily from the provision for capital improvements line) and to bring a recommendation forward to the next meeting of the Finance and Administration Committee.

Discussion then focused on the issue of raising revenue, specifically whether or not, given the current economic climate, it is appropriate not to be competing for *all* business, including local business. It was agreed that the issue of privatizing the Convention Centre should be examined vis-a-vis the issue of soliciting or not soliciting local business. As well, a review should be conducted of the potential revenue which may be gained from advertising locally and to explore the potential of providing free parking. It was

MOVED by Alderman Eisenberger, seconded by Mr. Ryder that

**MANAGEMENT BE DIRECTED TO PRESENT A REPORT TO THE
MARKETING AND SALES COMMITTEE ON WAYS AND MEANS
TO GENERATE ADDITIONAL REVENUES.**

MOTION CARRIED.

2. **New Business**

3. **Other Business**

Private and Confidential

MOVED by Mr. Ryder, seconded by Mrs. Dow that

**THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 9:40
A.M.**

MOTION CARRIED.

MOVED by Alderman Merling, seconded by Mr. Kujavsky that

THE IN-CAMERA SESSION BE ADJOURNED AT 9:55 A.M.

MOTION CARRIED.

Settlement of Claim - H.E.C.F.I. and the City of Hamilton vs
Doris and Stanley Erb

MOVED by Mr. Deys, seconded by Mr. Kujavsky that

**APPROVAL BE GIVEN TO THE CITY LAW DEPARTMENT TO
PROCEED TO MAKE AN OFFER TO SETTLE IN THE AMOUNT
OF \$1,500. INCLUDING INTEREST AND COSTS ON H.E.C.F.I.'S
BEHALF WITH RESPECT TO DORIS AND STANLEY ERB VS CITY
OF HAMILTON AND H.E.C.F.I., A PERSONAL INJURY WHICH
OCCURRED ON COPPS COLISEUM PREMISES ON APRIL 18,
1993; and**

**THAT THE SETTLEMENT BE FINANCED FROM THE CITY'S
GENERAL DAMAGE CLAIM ACCOUNT, CH55296 24130.**

MOTION CARRIED.

4. Date of Next Meeting

Friday, February 25, 1994
8:00 a.m.
Copps Coliseum : Hamilton Room

5. Motion to Adjourn

MOVED by Mr. Deys, seconded by Mr. DiIanni that

THE MEETING BE ADJOURNED AT 9:56 A.M.

MOTION CARRIED.

TAKEN AS READ AND APPROVED

William Tidball, Chairman

Patricia Bennett, Secretary

4.1

MEMO TO: H.E.C.F.I. BOARD OF DIRECTORS

FROM: Patricia Bennett
Legislative Assistant

DATE: February 21, 1994

SUBJECT: HAMILTON PLACE SOUND SYSTEM

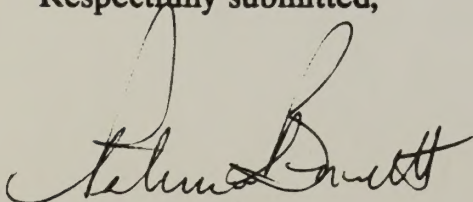
At the January 28, 1994 Regular meeting of the H.E.C.F.I. Board of Directors the following motion was carried:

THAT THE MOTION TO RECONSIDER THE ISSUE OF THE HAMILTON PLACE SOUND SYSTEM BE TABLED TO THE FEBRUARY 25, 1994 MEETING OF THE BOARD.

The motion for reconsideration of the Board's November 24, 1993 deferment of the Hamilton Place Sound System to 1995 from 1994 within the 1994-2003 Provisional Capital Budget was moved by Mr. Kay, seconded by Mrs. Dow who both voted in the majority when the motion proposing the deletion of the Operation Committee's amendment was defeated (see excerpt of Operations Committee minutes).

It was agreed that the issue be tabled at the January 28th meeting because the City Management Teams's recommendation(s) to Council respecting the projects to be included in the City's grant application to the Federal Infrastructure Funding Program had not been finalized. It was recognized that the City's decision on whether the Hamilton Place Sound System being included as a project in the grant application impacted upon the H.E.C.F.I. Board's debate on the issue.

Respectfully submitted,



Patricia Bennett
Legislative Assistant

encl.

I.A.T.S.E. Local 129 Contract(s) Extensions

THE TERM OF THE CURRENT I.A.T.S.E. LOCAL 129 COLLECTIVE AGREEMENTS RESPECTING HAMILTON PLACE, HAMILTON CONVENTION CENTRE AND COPPS COLISEUM BE EXTENDED FROM JUNE 30, 1994 TO MARCH 31, 1996 WITH WAGES AND BENEFITS FROZEN AT PRESENT LEVELS.

City of Hamilton Early Retirement Program

THAT H.E.C.F.I. RECOMMEND TO THE CITY OF HAMILTON'S FINANCE AND ADMINISTRATION COMMITTEE THAT H.E.C.F.I. OPT OUT OF THE CITY'S EARLY RETIREMENT PLAN.

MOTIONS CARRIED.

A. Operations Committee Eleventh Report

A motion to amend the recommendation contained in the Operations Committee Eleventh Report deleting the following reference "...and postponing the sound reinforcement system at Hamilton Place for one year to 1995..." was tabled by Mr. Nolan, seconded by Mr. Kujavsky. The motion was defeated.

MOVED by Alderman Charters, seconded by Mr. Kujavsky that

THE 1994 PORTION OF THE CAPITAL BUDGET INCLUDE AN AMOUNT OF \$130,000. FOR THE PURPOSE OF INSTALLING A CASH MANAGEMENT SYSTEM FOR THE FOOD AND BEVERAGE CONCESSION OPERATION AT COPPS COLISEUM.

MOTION CARRIED.

4.1

Page 1 of 1

Date: 10/10/2011

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A35

1994

Copps
Coliseum

Victor K. Copps
Trade Centre/Arena

MEETING OF THE BOARD OF DIRECTORS

Friday, March 25, 1994

8:00 a.m.

Hamilton Convention Centre, Room 314

HECFI Corporate Offices
101 York Blvd.
HAMILTON, ONTARIO
CANADA L8R 3L4
Tel. 416/546-4000
Fax 416/527-6856

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A. *Operations Committee Third Report*

Attachment A

INFORMATION ITEMS

2. Correspondence

Nil

3. Minutes of Regular Meeting Held February 16, 1994

Attachment 3

3.1 Errors or Omissions

3.2 Motion for Approval

URBAN M.

MAR

1994

4. Business Arising From the Minutes

5. Private and Confidential

GOVERNMENT DOCUMENTS

5.1 Contractual Matters

6. New Business

7. Other Business

7.1 Financial Summary for the Month Ending
February 28, 1994

Attachment 7.1

8. Date of Next Meeting:

Friday, April 22, 1994

8:00 A.M.

Hamilton Convention Centre, Room 314

9. Motion to Adjourn

OUTSTANDING BUSINESS

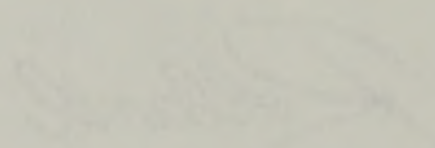
Nil

March 21, 1994

Patricia Bennett

Secretary to the Board of Directors

George
C. ...



COLONIAL



1899

MANUFACTURED BY

A

OPERATIONS COMMITTEE THIRD REPORT

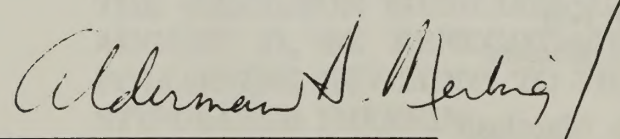
The Operations Committee presents its **THIRD** report from its meeting held March 16, 1994 and respectfully requests approval of the following:

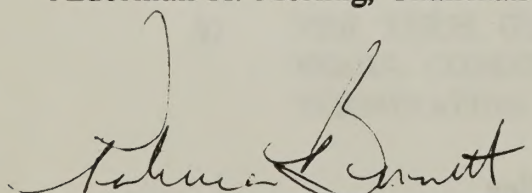
1. Hamilton Place Sound System

STAFF BE AUTHORIZED TO PROCEED WITH THE FOLLOWING RENOVATIONS TO/REPLACEMENTS OF THE HAMILTON PLACE SOUND SYSTEM AT A COST NOT TO EXCEED \$130,000. I.E. SOUND CONSOLE/MIX POSITION, AC POWER AND GROUNDING SYSTEMS, SUPPLY OF ELECTRICAL WIRE; and

THAT FUNDING FOR THIS WORK BE PROVIDED FROM WORK-IN-PROGRESS ACCOUNT NOS. CF 5550 928851003 AND CF 5200 929151016.

Respectfully submitted,


Alderman H. Merling, Chairman


Patricia Bennett, Secretary

3

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Friday, February 25, 1994
8:00 a.m.
Copp's Coliseum, Hamilton Room**

MINUTES

PRESENT: Mr. W. Tidball, Chairman
Alderman T. Anderson, First Vice-Chairman
Mr. C. Nolan, Second Vice-Chairman
Alderman B. Charters
Alderman F. Eisenberger
Mrs. M. Dow
Mr. M. Ryder
Mr. A. DiIanni
Mr. J. Kujavsky
Mr. G. Kay
Mrs. J. Isbester

ALSO PRESENT: Mr. G. Macaluso
Mr. J. Leuser
Mr. B. Snetsinger
Mr. B. Calder

REGRETS: Mayor R. Morrow
Alderman H. Merling
Mr. F. Deys

1. Opening Remarks

The Chairman called the meeting to order at 8:15 a.m. and opened discussion by expressing his disappointment in the newspaper coverage of the Winnipeg Jets vs Florida Panthers February 22nd N.H.L. game. Mr. Tidball clarified it had been expected both by H.E.C.F.I. and the N.H.L. that the game's attendance would be low (Winnipeg has been on a losing streak and Florida is a new franchise without an established fan base).

A. Operations Committee Second Report

MOVED by Mr. Kay, seconded by Alderman Anderson that

THE OPERATIONS COMMITTEE SECOND REPORT FROM ITS MEETING HELD FEBRUARY 16, 1994 BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

Agreement Between Hamilton Entertainment and Convention Facilities Inc. and the Hamilton Musicians Guild Local 293

THAT THE EXISTING AGREEMENT BETWEEN H.E.C.F.I. AND THE HAMILTON MUSICIANS GUILD WHICH EXPIRED 1993 AUGUST 31, BE RENEGOTIATED TO INCORPORATE THE FOLLOWING REVISIONS TO THE TERMS AND CONDITIONS STIPULATED THEREIN:

- A) **THE TERM OF THE AGREEMENT BE FIVE (5) YEARS, COMMENCING 1993 SEPTEMBER 1 AND TERMINATING 1998 AUGUST 31.**

- B) THE SCHEDULE OF FEES BE INCREASED BY 0%, 2% AND 2% IN THE FIRST, SECOND AND THIRD YEARS RESPECTIVELY OF THE AGREEMENT EFFECTIVE 1993 SEPTEMBER 1; PRIOR TO THE END OF THE THIRD YEAR, THE AGREEMENT SHALL BE RE-OPENED WITH THE EXCLUSIVE INTENTION OF NEGOTIATING WAGE RATE INCREASES FOR THE FOURTH AND FIFTH YEARS OF THE AGREEMENT.
- C) THE GUARANTEED MINIMUM EXPENDITURE TO LOCAL 293 MUSICIANS OVER THE COMPLETE FIVE (5) YEAR TERM OF THE AGREEMENT SHALL BE ESTABLISHED AT \$75,000.00.
- D) TWO LETTERS OF UNDERSTANDING SHALL BE APPENDED TO THE AGREEMENT COVERING;
 - 1) THE CARRY OVER OF ANY SHORTFALL IN THE GUARANTEED MINIMUM EXPENDITURE TO THE SUBSEQUENT TERM OF THE AGREEMENT.
 - 2) THE EMPLOYMENT OF MUSICIANS FOR THE PIANO NOBILE AREA IN HAMILTON PLACE.

MOTION CARRIED.

B. Finance and Administration Committee First Report

MOVED by Mr. Ryder, seconded by Mrs. Isbester that

THE FINANCE AND ADMINISTRATION COMMITTEE FIRST REPORT BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

H.E.C.F.I. 1994 Operating Budget

THE FOLLOWING REDUCTIONS TO THE 1994 OPERATING BUDGET BE RECOMMENDED TO THE H.E.C.F.I. BOARD FOR APPROVAL:

- (i) **REMOVAL OF ALL ANNIVERSARY MERIT INCREASES, INCLUDING RELATED BENEFIT COSTS, FOR 1994**

\$30,900.

- (ii) **SUBJECT TO ANY FUTURE RECOMMENDATIONS OF THE MANAGING DIRECTOR/CEO, THAT THE POSITION OF ADMINISTRATIVE ASSISTANT TO THE MANAGING DIRECTOR/CEO BE LEFT VACANT FOR 1994**

\$44,830.

- (iii) **SALARY AND RELATED BENEFIT COST SAVINGS BEING REALIZED AS A RESULT OF FILLING A VACANCY IN THE HOSPITALITY SALES DEPARTMENT AT A STARTING SALARY BELOW THAT PROVIDED FOR IN THE 1994 OPERATING BUDGET**

\$ 3,480.

- (iv) **A DECREASE IN THE ANNUAL PROVISION FOR CAPITAL REPLACEMENT FROM \$100,000. TO \$79,210**

\$20,790.

Total: \$100,000.

MOTION CARRIED.

C. Marketing and Sales Committee Second Report

MOVED by Mrs. Dow, seconded by Alderman Eisenberger that

**THE MARKETING AND SALES COMMITTEE SECOND REPORT
BE APPROVED AND THE FOLLOWING RECOMMENDATION
ENDORSED:**

Papering the House Policy

**THAT THE PAPERING POLICY, SPECIFICALLY THAT WHICH
PERTAINS TO AUDIENCE DEVELOPMENT, BE DEFINED AS
FOLLOWS:**

- 1. THOSE WHO ARE ALREADY "CONSUMERS" WITH
POSITIVE ATTITUDES AND BEHAVIOUR;**
- 2. THOSE WHO ARE OCCASIONAL "CONSUMERS"
WITH POSITIVE ATTITUDES;**
- 3. THOSE WHO HAVE A POSITIVE ATTITUDE BUT NO
REGULAR ATTENDANCE PATTERN; and**

**THAT THE FOLLOWING USES, ORGANIZATIONS AND GROUPS
BE GIVEN PRIORITY WHEN "PAPERING" TAKES PLACE:**

- (i) AS AN AUDIENCE DEVELOPMENT
TOOL;**
- (ii) NON-PROFIT/CHARITABLE
ORGANIZATIONS FOR DISTRIBUTION
TO CLIENTS;**
- (iii) H.E.C.F.I. TENANTS;**
- (iv) SENIOR CITIZEN ORGANIZATIONS;**
- (v) STUDENT ORGANIZATIONS;**
- (vi) LOCAL THEATRE GROUPS;**
- (vii) H.E.C.F.I. STAFF.**

MOTION CARRIED.

The amended Papering Policy in its entirety is as follows:

PAPERING POLICY

1. *A recommendation to "paper" will be brought forward by The Entertainment Executive, with the agreement of or at the request of the promoter/co-promoter.*
2. *The final decision to "paper the house" will be made by the Director of Marketing in consultation with the CEO.*
3. *The procedure for "Papering the House" will always be done in such a way that:*
 - a) *it is an audience development tool to be directed at the following groups:*
 - i) *those who are already "consumers" with positive attitudes and behaviour;*
 - ii) *those who are occasional "consumers" with positive attitudes;*
 - iii) *those who have a positive attitude but no regular attendance pattern;*
 - b) *It is not obvious to other theatre patrons;*
 - c) *Every effort is made to insure that the audience is appropriate to the performance in question;*
 - d) *Tickets distributed by a sponsor/presenter are handled in a discrete, careful and professional manner.*
4. *Once the decision to "paper" is made the Entertainment Executive will consult and coordinate actions with the Promotion & Public Relations Officer and the Box Office Manager.*
5. *The following uses, organizations and groups will be given priority when papering takes place:*

- (i) **AS AN AUDIENCE DEVELOPMENT TOOL;**
- (ii) **NON-PROFIT/CHARITABLE ORGANIZATIONS
FOR DISTRIBUTION TO CLIENTS;**
- (iii) **H.E.C.F.I. TENANTS;**
- (iv) **SENIOR CITIZEN ORGANIZATIONS;**
- (v) **STUDENT ORGANIZATIONS;**
- (vi) **LOCAL THEATRE GROUPS;**
- (vii) **H.E.C.F.I. STAFF.**

Note: Where possible the number of tickets distributed and the names of all recipients will be carefully documented.

2. Correspondence

MOVED by Mr. DiIanni, seconded by Alderman Charters that

**CORRESPONDENCE RECEIVED AS ATTACHMENT 2 IN THE
AGENDA PACKAGE BE RECEIVED.**

MOTION CARRIED.

**3. Minutes of Regular Meeting Held January 28, 1994 and Special
Meeting Held February 11, 1994**

MOVED by Alderman Eisenberger, seconded by Mrs. Isbester that

**THE MINUTES OF REGULAR MEETING HELD JANUARY 28, 1994
AND SPECIAL MEETING HELD FEBRUARY 11, 1994 BE
APPROVED.**

MOTION CARRIED.

4. Business Arising From the Minutes

4.1 HP: Sound System

At the January 28, 1994 Regular Meeting of the H.E.C.F.I. Board of Directors a motion was carried to table the reconsideration of the issue of the Hamilton Place Sound System. It was

MOVED by Mr. Kay, seconded by Mrs. Dow that

THE CAPITAL PROJECT, HAMILTON PLACE SOUND REINFORCEMENT SYSTEM, AS A 1995 PROJECT BE RECONSIDERED.

MOTION CARRIED. Aldermen Anderson and Charters opposed the motion.

Following a lengthy discussion it was

MOVED by Mr. Kay, seconded by Mrs. Isbester that

H.E.C.F.I.'S TEN YEAR CAPITAL BUDGET PROGRAMME SUBMISSION BE AMENDED TO REFLECT THE MOVE OF THE CAPITAL PROJECT, HAMILTON PLACE SOUND REINFORCEMENT SYSTEM, (IN THE AMOUNT OF \$240,000.) FROM 1995 TO 1994.

MOTION CARRIED.

The Board reached its decision after taking the following into consideration:

- the advance of the project respecting the Hamilton Place Sound Reinforcement System will not increase the City's mill rate as H.E.C.F.I. can fund this project from its capital reserves in 1994;

- advancing the project from 1995 to 1994 will not necessarily result in the expenditure of \$240,000. as the development of specifications and the tendering process could take sufficient time that completion of the project may not occur until 1995. In the meantime, the foregoing recommendation will ensure that the Board has the latitude to authorize the development of specifications and to initiate the tendering process;
- final approval to expend funds must be authorized by H.E.C.F.I.'s Operations Committee and ultimately, the full Board.

It was noted that expenditure of the remaining amount of \$130,000 in the 1993 budget is restricted because of a tabling motion made at the Operations Committee. In response to this it was

MOVED by Mrs. Dow, seconded by Mr. DiIanni that

MANAGEMENT BE DIRECTED TO PRESENT A REPORT TO THE NEXT OPERATIONS COMMITTEE MEETING WHICH IDENTIFIES PRIORITY MEASURES TO BE TAKEN RESPECTING THE REPLACEMENT OF THE HAMILTON PLACE SOUND SYSTEM; and

THAT A SURVEY BE CONDUCTED OF THE TYPES OF SOUND SYSTEMS CURRENTLY BEING INSTALLED IN OTHER LIKE FACILITIES.

MOTION CARRIED.

5. Private and Confidential

MOVED by Mr. Kujavsky, seconded by Mr. Ryder that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 9:25 A.M.

MOTION CARRIED.

MOVED by Mr. Ryder, seconded by Mr. Kay that

THE IN-CAMERA SESSION BE ADJOURNED AT 9:30 A.M.

MOTION CARRIED.

6. New Business

7. Other Business

8. Date of Next Meeting:

Friday, March 25, 1994

8:00 A.M.

Hamilton Convention Centre, Albion A

9. Motion to Adjourn

MOVED by Alderman Eisenberger, seconded by Mr. Nolan that

THE MEETING BE ADJOURNED AT 9:40 A.M.

MOTION CARRIED.

TAKEN AS READ AND APPROVED

William Tidball, Chairman

Patricia Bennett, Secretary



Hamilton
Entertainment
and Convention
Facilities Inc.

71
1 York Boulevard
Hamilton, Ontario
Canada L8R 4L4
Tel. 416/546-1000
Fax 416/527-8856

Financial Summary For The Two Month Period Ended February 28, 1994

Actual Results For The Two Month Period Ended February 28, 1993		(1) Budget	(2) Actual	(3) Favourable < Unfavourable > Budget Variance
\$1,215,552	Revenue	\$1,329,686	\$ 969,064	\$ < 360,622 >
<u>1,479,923</u>	Expenditures	<u>1,554,104</u>	<u>1,344,884</u>	<u>209,220</u>
	Excess of Expenditures Over Revenue From Operations			
<u>\$ 264,371</u>		<u>\$ 224,418</u>	<u>\$ 375,820</u>	<u>\$ < 151,402 ></u>

Comments:

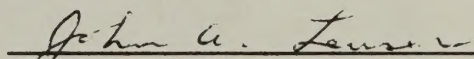
HECFI's municipal contribution was over-expended by \$151,402 (see row 3, column 3 above) for the two month period ended February 28, 1994.

The \$151,402 over-expended municipal contribution arose primarily from a revenue budget shortfall of \$360,622 for the two month period which occurred largely at the Hamilton Convention Centre and Copps Coliseum.

Unfortunately, both HECFI's revenue shortfall and over-expended municipal contribution position are expected to increase further in March.

In response to this situation, management has implemented selected spending freezes.

Please note that it is the policy of the City of Hamilton not to charge its departments and its related boards and commissions with their interest and debenture costs nor with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.


Mr. John A. Leuser, C.A.
Director of Finance and Administration

1994 March 18

the
Attachment

Hamilton Entertainment and Convention Facilities Inc. manages and operates The Hamilton Convention Centre, Hamilton Place Theatre and Copps Coliseum on behalf of The Corporation of The City of Hamilton

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.
CONSOLIDATED STATEMENT OF REVENUE AND EXPENDITURE

	Annual 1994 Budget	Budgeted Operating Results For The Two Month Period Ended February 28, 1994	Actual Operating Results For The Two Month Period Ended February 28, 1994	Favourable/ (Unfavourable) Budget Variance Amount %		Actual Operating Results For The Two Month Period Ended February 28, 1993
	(1)	(2)	(3)	(4)	(5)	(6)
REVENUE						
RENTAL, LICENCE FEES AND SHOW REVENUE	\$1,424,440	\$351,845	\$257,489	(\$94,356)	-26.8%	\$362,417
OTHER RENTALS	\$386,450	\$74,767	\$62,138	(\$12,629)	-16.9%	\$74,931
FOOD, BEVERAGE AND CONCESSIONS	\$2,355,180	\$470,860	\$265,829	(\$205,031)	-43.5%	\$384,671
RECOVERIES	\$1,730,520	\$301,255	\$275,513	(\$25,742)	-8.5%	\$292,800
BOX OFFICE	\$435,160	\$73,665	\$57,065	(\$16,600)	-22.5%	\$50,079
OTHER	\$270,100	\$57,294	\$51,030	(\$6,264)	-10.9%	\$50,654
TOTAL REVENUE	\$6,601,850	\$1,329,686	\$969,064	(\$360,622)	-27.1%	\$1,215,552
EXPENDITURES						
OPERATIONS-ADMINISTRATION	\$344,870	\$55,976	\$49,834	\$6,142	11.0%	\$52,200
FOOD AND BEVERAGE	\$2,151,580	\$398,872	\$271,154	\$127,718	32.0%	\$350,191
EVENTS DELIVERY	\$2,241,270	\$402,486	\$336,155	\$66,331	16.5%	\$401,503
BUILDING OPERATIONS	\$1,413,530	\$234,970	\$238,512	(\$3,542)	-1.5%	\$226,549
MARKETING AND PROMOTION	\$1,330,500	\$213,147	\$210,248	\$2,899	1.4%	\$182,436
ADMINISTRATION-CEO/BOARD	\$292,380	\$47,014	\$47,636	(\$622)	-1.3%	\$54,930
PROFESSIONAL FEES	\$37,420	\$4,168	\$4,360	(\$192)	-4.6%	2,084
FINANCE AND ADMINISTRATION	\$686,930	\$109,401	\$103,977	\$5,424	5.0%	\$105,200
BOX OFFICE	\$403,100	\$67,268	\$62,206	\$5,062	7.5%	\$81,372
INSURANCE	124,800	20,802	20,802	\$0	0.0%	23,458
PROVISION FOR CAPITAL REPLACEMENT	\$79,210	\$0	\$0	\$0	0.0%	\$0
TOTAL EXPENDITURES	\$9,105,590	\$1,554,104	\$1,344,884	\$209,220	13.5%	\$1,479,923
EXCESS OF EXPENDITURE OVER REVENUE FROM OPERATIONS	\$2,503,740	\$224,418	\$375,820	(\$151,402)	-67.5%	\$264,371
CONTRIBUTION FROM THE CITY	\$2,503,740	\$224,418	\$224,418	\$0	0.0%	\$342,992
UNDER EXPENDED MUNICIPAL CONTRIBUTION	\$0	\$0	(\$151,402)	(\$151,402)	0.0%	\$78,621

NOTE: It is the policy of the City of Hamilton not to charge its departments and its related boards and commissions utility and related overhead charges. Accordingly these financial statements do not reflect the above costs.



Copps

URBAN/MUNICIPAL

CA4 ON HBL V89

A35.

1994

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

MEETING OF THE BOARD OF DIRECTORS

Friday, April 22, 1994

8:00 a.m.

Hamilton Convention Centre, Room 314

ORDER OF BUSINESS

HECFI Corporate Offices
101 York Blvd.
HAMILTON, ONTARIO
CANADA L8R 3L4
Tel. 416/546-4000
Fax 416/527-6856

DECLARATION OF CONFLICT OF INTEREST

1. **Opening Remarks**

ACTION ITEMS

- A. **Finance and Administration Committee Second Report**

- B. **Audit Committee First Report**

- C. **Community Dinner: Canadian Football Hall of Fame
Saturday, July 16, 1994**

Attachment A

Attachment B

Attachment C

INFORMATION ITEMS

2. **Correspondence**

Nil

3. **Minutes of Regular Meeting Held March 16, 1994
and Special Meetings of April 5th and April 12th, 1994**

Attachment 3

3.1 **Errors or Omissions**

3.2 **Motion for Approval**

4. **Business Arising From the Minutes**

5. **Private and Confidential**

5.1 **Contractual Matters**

6. **New Business**

7. **Other Business**

8. **Date of Next Meeting:**

Friday, May 27, 1994

8:00 A.M.

To Be Announced

9. **Motion to Adjourn**

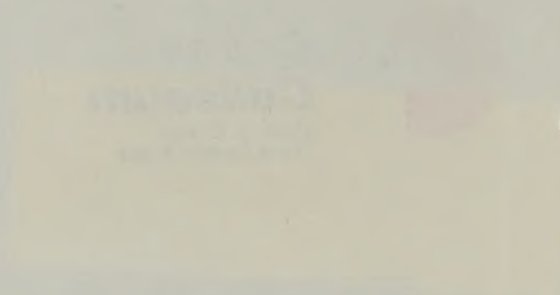
OUTSTANDING BUSINESS

Nil

April 18, 1994

Patricia Bennett

Secretary to the Board of Directors



COLONIAL



BOARD OF
SUPERVISORS



**Copps
Coliseum**

Victor K. Copps
Trade Centre/Arena

A
H.E.C.F.I. Corporate Offices
10 York Blvd.
HAMILTON, ONTARIO
CANADA L8R 3L4
Tel. 416/546-4000
Fax 416/527-8566

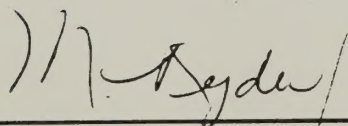
FINANCE AND ADMINISTRATION COMMITTEE SECOND REPORT

The Finance and Administration Committee presents its **SECOND** report from its meeting held April 14, 1994 and respectfully requests approval of the following:

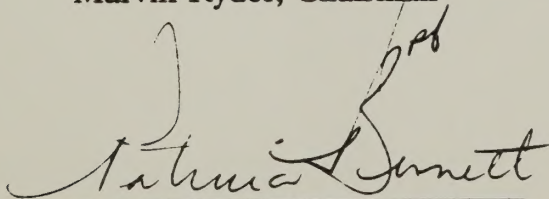
1. Tourism and Conventions Advisory Board

THAT THE CHIEF EXECUTIVE OFFICER REPRESENT H.E.C.F.I. ON THE TOURISM AND CONVENTIONS ADVISORY BOARD FOR THE REMAINDER OF THE TERM OF COUNCIL CONCLUDING IN 1994; AND THAT THE ISSUE BE REVIEWED IN CONJUNCTION WITH THE 1995 APPOINTMENT.

Respectfully submitted,



Marvin Ryder, Chairman



Patricia Bennett, Secretary

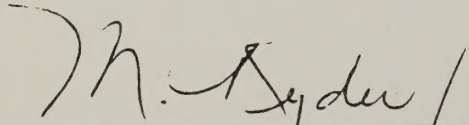
AUDIT COMMITTEE FIRST REPORT

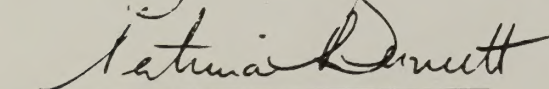
The Audit Committee presents its **FIRST** Report from its meeting held April 14, 1994 and respectfully recommends approval of the following:

1. Draft 1993 Audited Financial Statements for H.E.C.F.I.

THAT THE DRAFT 1993 AUDITED FINANCIAL STATEMENTS FOR H.E.C.F.I BE APPROVED.

Respectfully submitted,


Marvin Ryder, Chairman


Patricia Bennett, Secretary

Balance Sheet

December 31, 1993

ASSETS

Current

Receivables

Accounts Payable

Prepaid Expenses

Due from City of Hamilton

Current portion of long-term debt

Inventory

Other assets

Other liabilities

THE HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

FINANCIAL STATEMENTS

DECEMBER 31, 1993

AUDITORS' REPORT

To the Board Members of
**The Hamilton Entertainment and
Convention Facilities Inc.,**
and the Ratepayers of the Corporation
of the City of Hamilton

We have audited the balance sheet of **The Hamilton Entertainment and Convention Facilities Inc.** as at December 31, 1993 and the statement of revenue and expenditure for the year then ended. These financial statements are the responsibility of the organization's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the organization as at December 31, 1993 and the results of its operations for the year then ended in accordance with the accounting principles disclosed in Note 1 to the financial statements.

*Hamilton, Canada
March 4, 1994*

CHARTERED ACCOUNTANTS

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

1

BALANCE SHEET

DECEMBER 31, 1993

ASSETS

Current

	1993	1992
Imprest funds	\$ 18,600	\$ 18,600
Cash in bank	581,103	615,716
Accounts receivable	585,047	744,161
Due from City of Hamilton	336,956	-
Current portion of note receivable (note 4)	18,873	-
Inventories	43,537	44,331
Prepaid expenses	139,523	49,220
Deferred charges on future shows	43,039	26,887

1,766,678 1,498,915

Long-term

Note receivable (note 4)	82,959	-
--------------------------	--------	---

\$ 1,849,637 \$ 1,498,915

LIABILITIES

Accounts payable and accruals	\$ 454,761	\$ 391,256
Advance ticket sales	996,773	494,916
Deposits on future rentals	187,186	163,145
Deferred revenue on display advertising	97,627	77,572
Unredeemed gift certificates	89,600	95,455
Advance from a related corporation (note 5)	23,690	23,486
Due to City of Hamilton	-	253,085

\$ 1,849,637 \$ 1,498,915

APPROVED ON BEHALF OF THE BOARD

DIRECTOR

DIRECTOR

See accompanying Notes to the Financial Statements

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

2

STATEMENT OF REVENUE AND EXPENDITURE

FOR THE YEAR ENDED DECEMBER 31, 1993

	1993	1992
REVENUE		
Food, beverage and concessions	\$ 2,212,956	\$ 2,465,502
Rentals, licence fees and show revenue	1,954,690	1,890,946
Recoveries	1,764,849	2,147,200
Box office	463,606	351,104
Other	304,667	340,998
	<u>6,700,768</u>	<u>7,195,750</u>
EXPENDITURE		
Events delivery	2,317,932	2,623,709
Food and beverage	2,185,967	2,415,359
Administration	1,412,524	1,415,052
Marketing and promotion	1,408,306	1,713,242
Building operations	1,379,353	1,159,305
Box office	396,572	395,453
	<u>9,100,654</u>	<u>9,722,120</u>
EXCESS OF EXPENDITURE OVER REVENUE FROM OPERATIONS	2,399,886	2,526,370
PROVISION FOR CAPITAL REPLACEMENT (note 8 (b))	<u>43,600</u>	<u>-</u>
EXCESS OF EXPENDITURE OVER REVENUE BEFORE CONTRIBUTION FROM THE CITY OF HAMILTON	<u>2,443,486</u>	<u>2,526,370</u>
CONTRIBUTION FROM THE CITY OF HAMILTON	<u>2,712,590</u>	<u>2,702,370</u>
EXCESS OF REVENUE OVER EXPENDITURE FOR THE YEAR (note 7)	<u>\$ 269,104</u>	<u>\$ 176,000</u>

See accompanying Notes to the Financial Statements

NOTES TO THE FINANCIAL STATEMENTS**DECEMBER 31, 1993****1. SIGNIFICANT ACCOUNTING POLICIES**

The corporation follows accounting principles appropriate for a municipal organization. The more significant of these accounting policies are summarized below.

(a) Rentals, Licence Fees and Show Revenue

Rentals, licence fees and show revenue comprise minimum rental and licence fees, negotiated percentages of box office receipts and profit or loss when the corporation acts as a promoter or co-promoter on shows.

Revenue excludes the capital improvement ticket surcharge.

(b) Inventories

Inventories are valued at the lower of cost, measured on a first-in, first-out basis, and replacement value.

(c) Capital Assets and Amortization

The land, buildings and original equipment of The Hamilton Entertainment and Convention Facilities Inc. are owned by The Corporation of the City of Hamilton (City of Hamilton). Purchases of equipment and furnishings are charged either directly to operations in the year in which the expenditures occur, or to a capital projects reserve fund established for the purchase of capital assets and maintained by the City of Hamilton on behalf of The Hamilton Entertainment and Convention Facilities Inc.

(d) Reserves

Appropriations for reserves are included as expenditures. Payments relating to the functional purpose of the reserves are charged directly to the reserves.

The accompanying financial statements do not include the activities of The Hamilton Performing Arts Foundation Inc., a related corporation.

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

4

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 1993

2. OPERATIONS

The Hamilton Entertainment and Convention Facilities Inc. was incorporated without share capital under the laws of Ontario by the City of Hamilton to maintain and operate, in the public interest, the following facilities:

Copps Coliseum (*a trade centre and arena*)
Hamilton Convention Centre
Hamilton Place (*a theatre-auditorium*)

3. INVENTORIES

Inventories consist of liquor, beer, wine, food, soft drinks and tobacco supplies.

4. NOTE RECEIVABLE

During the year the corporation agreed to convert a portion of the trade accounts receivable due from the Hamilton Philharmonic Orchestra to a note receivable. This note bears interest at the prime bank rate and requires the Hamilton Philharmonic Orchestra to make monthly instalments of \$ 2,000. Payment of the note receivable has been guaranteed by the Regional Municipality of Hamilton-Wentworth.

5. ADVANCE FROM A RELATED CORPORATION

In 1991 the Hamilton Performing Arts Foundation Inc. advanced \$ 21,700 to the corporation which in turn invested the funds with the City of Hamilton. All interest earned on these funds has been reinvested with the City of Hamilton and will be paid to the Hamilton Performing Arts Foundation Inc. The continuity of this account is summarized as:

	1993	1992
Balance - Beginning of year	\$ 23,486	\$ 22,036
Funds repaid during year	(1,000)	-
Interest earned during the year	1,204	1,450
Balance - End of year	<u>\$ 23,690</u>	<u>\$ 23,486</u>

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 1993

6. PENSION AGREEMENTS

The Corporation makes contributions to the Ontario Municipal Employees Retirement Fund (OMERS), which is a multi-employer plan, on behalf of some members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay.

The amount contributed to OMERS for 1993 was \$ 207,877 (1992 - \$ 212,026) for current service and is included as an expenditure on the Statement of Revenue and Expenditure.

7. TRANSFER TO THE CITY OF HAMILTON

At the end of the year the excess of revenue over expenditures for the year was transferred to the City of Hamilton and allocated as follows:

	1993	1992
Allocated to the Hamilton Entertainment and Convention Facilities Inc. Fund for Capital Projects	\$ 187,464	\$ 176,000
Allocated by the City of Hamilton against its Province of Ontario mandated social contract target	81,640	-
	<u>\$ 269,104</u>	<u>\$ 176,000</u>

	1993	1992
Allocated to the Hamilton Entertainment and Convention Facilities Inc. Fund for Capital Projects	\$ 187,464	\$ 176,000
Allocated by the City of Hamilton against its Province of Ontario mandated social contract target	81,640	-
	<u>\$ 269,104</u>	<u>\$ 176,000</u>

8. OTHER RESERVE FUNDS

The following reserve funds have been set aside by City Council on behalf of The Hamilton Entertainment and Convention Facilities Inc.

(a) Capital Improvement Surcharge Funds

The Hamilton Entertainment and Convention Facilities Inc. levies a patron surcharge on ticket admissions to Hamilton Place and Copps Coliseum. Receipts from these surcharges are transferred to the City of Hamilton and recorded respectively in the Hamilton Place ticket surcharge reserve fund account and the Copps Coliseum ticket surcharge reserve fund account. The funds in these accounts are utilized for capital improvements to the respective buildings. The continuity of these funds are summarized as follows:

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 1993

8. OTHER RESERVE FUNDS (continued)

Hamilton Place

	1993	1992
Balance - Beginning of year	\$ 495,485	\$ 385,417
Receipts during the year	93,592	82,492
Interest earned during the year	<u>24,179</u>	<u>27,576</u>
	613,256	495,485
Payments made in year regarding Great Hall Acoustical Banner System	<u>(182,019)</u>	-
Balance - End of year	<u>\$ 431,237</u>	<u>\$ 495,485</u>

Copps Coliseum

	1993	1992
Balance - Beginning of year	\$ 111,573	\$ 58,724
Receipts during the year	59,578	46,519
Interest earned during the year	<u>7,448</u>	<u>6,330</u>
Balance - End of year	<u>\$ 178,599</u>	<u>\$ 111,573</u>

(b) Fund for Capital Projects

This reserve fund and the interest earned thereon is used primarily to finance major building repairs, purchase of equipment or replacement thereof. The continuity of this fund is summarized as:

	1993	1992
Balance - Beginning of year	\$ 378,495	\$ 932,777
Interest earned during the year	97,699	116,718
Surplus transferred from The Hamilton Entertainment and Convention Facilities Inc.	187,464	176,000
Capital Fund accounts closed	686,608	-
Provision for capital replacement	43,600	-
Federal sales tax refund received from Revenue Canada	48,731	-
Funds transferred to the capital fund in respect of approved capital projects	<u>(395,000)</u>	<u>(847,000)</u>
Balance - End of year	<u>\$ 1,047,597</u>	<u>\$ 378,495</u>

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

7

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 1993

8. OTHER RESERVE FUNDS (continued)

(c) Special Events Subsidy Fund

This reserve and interest earned thereon is used primarily to attract events to the facilities operated by The Hamilton Entertainment and Convention Facilities Inc. The continuity of this fund is summarized as:

	1993	1992
Balance - Beginning of year	\$ 3,290	\$ 27,273
Contribution from the City of Hamilton	100,000	100,000
Interest earned during the year	1,577	240
Payments made in the year for event subsidies	(103,290)	(124,223)
Balance - End of year	\$ 1,577	\$ 3,290

As at December 31, 1993, the balance has been committed for 1994.

9. OTHER FINANCIAL INFORMATION

At December 31, 1993, the City of Hamilton has outstanding long-term debt of \$ 15,151,084 (1992 - \$ 16,156,232) which was incurred to acquire the buildings and original equipment of The Hamilton Entertainment and Convention Facilities Inc. The City of Hamilton's future payments on this debt are summarized as follows:

	Principal	Interest	Sinking Fund Deposits	Total
1994	\$ 1,125,500	\$ 1,703,351	\$ 554,311	\$ 3,383,162
1995	10,855,928	1,554,805	(8,895,469)	3,515,264
1996	1,322,656	359,490	127,498	1,809,644
1997	—	184,700	127,498	312,198
1998	1,847,000	92,350	(1,719,502)	219,848
	<u>\$ 15,151,084</u>	<u>\$ 3,894,696</u>	<u>\$ (9,805,664)</u>	<u>\$ 9,240,116</u>

During 1993 the City of Hamilton incurred \$ 1,833,416 (1992 - \$ 1,957,986) in interest expenses relating to the debt.

In addition, the City of Hamilton incurred estimated utility charges and related overhead expenses of \$ 1,536,000 (1992 - \$ 1,467,000) for the operations of The Hamilton Entertainment and Convention Facilities Inc.

Ontario Municipal Board approval has been obtained whereby Sinking Fund payments may be reduced each year commencing in the year 1994 to the maturity of the debenture debt. The decision to reduce the payments is to be made annually by Council. Council has approved the reduction for 1994. Accordingly, the 1994 Sinking Fund deposits have been reduced by \$ 242,221.

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

8

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 1993

10. LIABILITY FOR VESTED SICK LEAVE BENEFITS

Effective May 1, 1982 the predecessor corporations to the Hamilton Entertainment and Convention Facilities Inc. adopted an Income Protection Plan and sick leave credits earned under the previous Sick Leave Benefit Plan were frozen. Under the Sick Leave Benefit Plan unused sick leave could accumulate and employees were entitled to cash payment upon termination of services after ten continuous years of employment. Entitlement to cash payment continues to apply to those employees who earned credits under this plan. The liability for these accumulated days, to the extent that they have vested and could be taken in cash by an employee on termination, amounted to \$ 63,670 at December 31, 1993 (1992 - \$ 72,174). Cash payments made by the City of Hamilton in lieu of sick leave are included in the expenditures of the year in which services are terminated and no provision was made by the City in the year when the liability was incurred. The current year's expenditure of \$ 8,392 (1992 - \$ 15,043) for sick leave liability was paid directly by the City of Hamilton and is not reflected in these financial statements.

11. COMPARATIVE FIGURES

Certain reclassifications of 1992 comparative figures have been made to conform to the financial statement presentation adopted in 1993.

MacGillivray Partners

Chartered Accountants

Standard Life Centre, Suite 650
120 King Street West
Hamilton, Ontario L8P 4V2
Telephone: (905) 523-7732
Facsimile: (905) 572-9333

Bruno K. J. Bragoli
W. Michael Cashion
Michael G. Collyer
Colin C. Dalingwater
John C. Dow
Paul Gibel
Bruce R. Horsley
William B. Stephenson

April 7, 1994

Mr. M. Ryder
Chairman Audit Committee
Hamilton Entertainment and
Convention Facilities Inc.
101 York Boulevard
Hamilton, Ontario
L8R 3L4

Dear Mr. Ryder:

We have completed our 1993 audit of HECFI. Our examination did not disclose any weaknesses in internal control or errors that should be brought to your attention. As in the past, we found that the records of the Corporation have been well maintained and we have received excellent co-operation from your staff.

Yours very truly

MACGILLIVRAY PARTNERS

per *Michael Collyer*

Michael G. Collyer, FCA
Partner/b

MEMO TO: **H.E.C.F.I. BOARD OF DIRECTORS**

FROM: Gabe Macaluso
Managing Director/CEO

DATE: April 18, 1994

SUBJECT: **COMMUNITY DINNER :**
Canadian Football Hall of Fame
Saturday, July 16, 1994

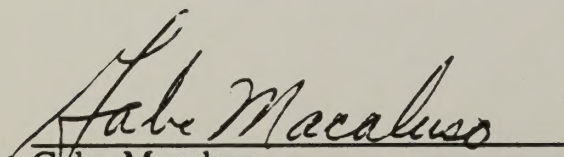
RECOMMENDATION:

THAT THE H.E.C.F.I. BOARD OF DIRECTORS PURCHASE UP TO TEN TICKETS TO THE INDUCTION DINNER AND DANCE TO BE HELD JULY 16, 1994 AT A COST NOT TO EXCEED \$750.00.

BACKGROUND:

- The 1994 Induction Dinner and Dance will again be held at the Hamilton Convention Centre;
- The H.E.C.F.I. Board of Directors has traditionally supported this event. A summary of the Board's attendance is as follows:
 - two tables of ten at a cost of \$1,000 in 1988;
 - two tables of ten at a cost of \$1,000 in 1989;
 - one table of ten at a cost of \$600 in 1990;
 - one table of ten at a cost of \$600 in 1991;
 - one table of ten at a cost of \$650 in 1992;
 - up to ten tickets at a cost of \$700 (eight (8) tickets were purchased) in 1993;
- The amount of \$6,500 has been budgeted in the Board's 1994 operating budget for community dinners. Of this amount an approximate \$2,768. has been expended to date (Ad & Sales Club; B'Nai Brith Sports Celebrity Dinner; Chairman's Dinner; CEO's expenses).

Respectfully submitted,



Gabe Macaluso
Managing Director/CEO



CANADIAN FOOTBALL HALL OF FAME INDUCTION COMMITTEE
58 JACKSON STREET WEST, HAMILTON, ONTARIO L8P 1L4 PHONE 528-7566

April 8, 1994

Ms. Pat Bennett
H.E.C.F.I.
101 York Boulevard
Hamilton, Ontario
L8R 3K1

Dear Ms. ~~Bennett~~:

Plans are well underway to honour four great men from Canada's football past during our 1994 Induction Weekend scheduled from July 14th - 17th. Our Inductees this year include Bill Baker, Tom Clements, Gene Gaines and Don McNaughton.

Events associated with Induction Weekend will include:

Thursday, July 14th

Hall of Fame Game

Hamilton Tiger-Cats vs Sacramento Gold Miners

Tickets - \$27.50 each

Friday, July 15th

Golf Tournament and Dinner - \$80.00/person

King's Forest Golf Course

Saturday, July 16th

10:00 a.m.

Presentation of Busts, Rings, and Hall

of Fame Jackets. No charge

6:30 p.m.

Induction Dinner and Dance. \$75.00/person

or \$750.00 for a table of ten

(Income tax receipt for \$35.00 per ticket)

Tickets to these events can be purchased by contacting myself or our Managing Director, Janice Smith, at the Hall of Fame.

The Induction Committee is looking forward to making our 22nd Annual Induction Weekend a great success. I ask you to help us continue this great tradition by supporting the four men who have contributed significantly to the Canadian game of football.

The Canadian Football Hall of Fame thanks you for your past support and look forward to your participation in 1994.

Sincerely,

Reg Wheeler

Chairman, Induction Committee





TOUCHDOWN

Newsletter of the Canadian Football Hall of Fame and Museum

Volume 1, Number 1

February 1994

1994 INDUCTEES

The Canadian Football Hall of Fame and Museum is pleased to announce the names of our four Inductees to the Hall of Fame

Bill Baker - Player
Tom Clements - Player
Gene Gaines - Player
Donald McNaughton - Builder

Bill Baker played with the Saskatchewan Roughriders from 1968 to 1973 and again in 1977 to 1978. He played with the Lions from 1974-1976.

Tom Clements played with the Ottawa Rough Riders from 1975 to 1978. He played briefly with the Saskatchewan Roughriders in 1979 when he was traded to the Hamilton Tiger-Cats. After a stint in the NFL, he re-signed with Hamilton in 1981 where he played until 1983. In 1983, he was traded to the Winnipeg Blue Bombers where he played until retirement in 1987.

Gene Gaines played with the Montreal Alouettes from 1961-1962, when he was traded to the Ottawa Rough Riders until 1970, Gene Gaines was traded back to the Montreal Alouettes and played and coached with the team until he retired in 1976.

Don McNaughton is well known in the football world for the important role he played with the Schenley Football Awards. McNaughton was the coordinator of the Schenley awards from 1963 until 1966, and presented the Most Outstanding Player Award from 1969-1988.

Congratulations !

MANAGING DIRECTOR'S NOTE

Janice Smith

I am pleased to introduce you to the new "TOUCHDOWN" newsletter which will be produced twice per year. This newsletter is designed to keep you up to date with what is happening at the Canadian Football Hall of Fame and Museum. The last eight months have been busy coordinating two off-site exhibits for CNE and Grey Cup 1993, developing new education programs, cataloguing and computerizing the artifact records and planning for new exhibition redevelopment in the galleries to commence later in 1994. Plans are now underway to honour four deserved individuals to the Hall of Fame in 1994. This newsletter is for you, so please feel free to contribute and we will try to accommodate your requests. Each issue will provide an update on the Hall of Fame and our programs and have feature sections on our Hall of Famers. Until next time!



ALL-TIME ALL STARS

The CFL Alumni Association's "All-Time All-Star Team" announced in Calgary during Grey Cup week 1993, is who's who of the Canadian Football Hall of Fame. Select to this exclusive club were:

Norm Kimball*
Bud Grant*
Joe Hollimon
Garney Henley*
Jerry Keeling*
Dick Thornton
Dick Harris
James Parker
Wayne Harris*
Mike Widger
Herb Gray*
John Helton*
John Barrow*
Bill Baker*
Frank Rigney*

Roger Aldag
Ted Urness*
Tony Pajaczkowski*
Roger Nelson*
Ray Elgaard
Hal Patterson*
Ron Lancaster*
Brian Kelly*
Tony Gabriel*
Leo Lewis*
George Reed*
Lui Passaglia
Dave Cutler
Henry Williams
Jackie Parker*

*Honoured members of the Canadian Football Hall of Fame

MANAGEMENT COMMITTEE

CHAIRMAN, BILL TIDBALL

By Peggy Knill



Bill was born and raised in Hamilton, Ontario, received his undergraduate education at McMaster University and attended law school at the University of Western Ontario. He was called to the bar in 1976 and began his law practice in Hamilton.

Bill first served on the Induction Committee of the Canadian Football

Hall of Fame and Museum in the early 1980's. He was later named to the Management Committee by the City of Hamilton. After a brief absence, he rejoined the committee as a CFL representative. In 1992, he was elected Chair of the Management Committee. Bill works hard to make the Hall of Fame and Museum more visible and recognized in the Hamilton community as well as in the Canadian Sports Community. "It is important to Canadian Football that people be recognized for their contributions". Bill supports the work to create new, interactive exhibits and hopes to see the exhibits changing on a scheduled basis. This will encourage new visitors to the Museum and bring back previous visitors to see the new exhibits. Bill feels the educational direction is exciting as it will encourage more visits from children in the community.

When Bill is not involved around the Hall of Fame, he may be across the street chairing a meeting of the Hamilton Entertainment and Convention Facilities, Inc. or on a local radio phone-in show, where he shares his legal expertise with the community.

During the rest of the time, Bill can be found at sporting events with his family, or at home in Burlington where he enjoys the company of his wife, 14 year old daughter and 12 year old twin sons.

EDUCATION PROGRAMS

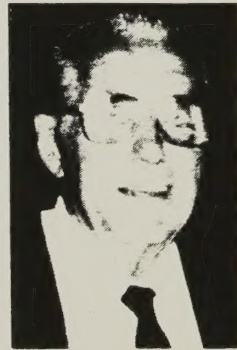
The Canadian Football Hall of Fame and Museum is developing Education Programs for school children aged five to fifteen years of age. Todd Wiseman from the Hamilton Tiger-Cats recently assisted with one of the programs and shared his valuable training and diet strategies with the children who attended. Teachers and leaders of children's groups are encouraged to contact the Hall of Fame to book programs.

COMMISSIONERS AWARD 1993

REG WHEELER

Every year, outstanding players and builders in Canadian football are recognized by their induction into the Hall of Fame. The Induction Ceremony and gala weekend in Hamilton are organized by a committee of hard working volunteers. Since 1972, the Chairman of this committee has been Reg Wheeler. During Grey Cup week in November 1993, Reg was named the recipient of the 1993 Commissioners Award. This award was created in 1990 to honour the top performers behind the scenes for their achievements, and is presented annually to the person or persons who have made an outstanding contribution to Canadian Football.

A native of Hamilton, Reg played interscholastic football and went on to play with the Hamilton Tigers and Wildcats in the 1930's and 1940's. He was also on the rowing team of Hamilton's Leander Boat Club in the 1940's. Reg served as an alderman for the City of Hamilton for 25 years. Not one to slow down on or off the field, in addition to the Induction Committee, Reg is currently Vice-Chair and an honorary life member of the Canadian Football Hall of Fame and Museum Management Committee, serves on the Local Architectural Conservation Advisory Committee (L.A.C.A.C.), and on St. Joseph's Music Festival. Reg supports the Hamilton Tiger-Cats by selling programs at the home games. He also tries to keep up with his wife, three children and 10 grandchildren.



CONGRATULATIONS REG, FOR YOUR MANY YEARS OF SERVICE TO YOUR COMMUNITIES.

GIFT SHOP NEWS

The Canadian Football Hall of Fame and Museum has a Souvenir Gift Shop with merchandise representing each of the teams in the CFL. There are a variety of items available for sale including caps, apparel, Grey Cup items, videos, etc. For your copy of the Souvenir Price List detailing merchandise available, please contact Sandra at the Hall of Fame (see address and telephone # below). Mail orders are regularly sent on an international basis.

Staff Contacts:

Janice Smith, Managing Director, Sandra Fraser Campbell, Admin. Assistant, Louise Froggett, Assistant Curator

58 Jackson Street West, Hamilton, Ontario L8P 1L4 (905) 528-7566, (905) 528-9781 (Fax)

3.

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Friday, March 25, 1994
8:00 a.m.
Hamilton Convention Centre, Room 314**

MINUTES

PRESENT: Mr. W. Tidball, Chairman
Alderman T. Anderson, First Vice-Chairman
Mr. C. Nolan, Second Vice-Chairman
Alderman H. Merling
Alderman B. Charters
Alderman F. Eisenberger
Mrs. M. Dow
Mrs. J. Isbester
Mr. M. Ryder
Mr. A. DiIanni
Mr. J. Kujavsky
Mr. F. Deys

ALSO PRESENT: Mr. G. Macaluso
Mr. J. Leuser
Mr. B. Calder
Mr. S. Farrauto

GUEST: Mr. P. Barkwell, City's Law Department

REGRETS: Mayor R. Morrow
Mr. G. Kay

1. Opening Remarks

The Chairman called the meeting at 8:15 a.m. and initiated discussion by advising that the N.H.L. Pre-Game dinner held March 23rd was a success. The event was well attended with H.E.C.F.I. representatives in a position to unofficially discuss neutral site games, among other N.H.L. issues. It would appear that Hamilton will be considered to host games again next year if there are neutral site games played. Mr. Tidball recommended that Pre-Game dinners should continue to be held if Hamilton is awarded any of the games for the '94-'95 season.

A. Operations Committee Third Report

MOVED by Mr. Kujavsky, seconded by Mr. Ryder that

STAFF BE AUTHORIZED TO PROCEED WITH THE FOLLOWING RENOVATIONS TO/REPLACEMENTS OF THE HAMILTON PLACE SOUND SYSTEM AT A COST NOT TO EXCEED \$130,000. I.E. SOUND CONSOLE/MIX POSITION, AC POWER AND GROUNDING SYSTEMS, SUPPLY OF ELECTRICAL WIRE; and

THAT FUNDING FOR THIS WORK BE PROVIDED FROM WORK-IN-PROGRESS ACCOUNT NOS. CF 5550 928851003 AND CF 5200 929151016.

MOTION CARRIED.

2. Correspondence

Nil

3. Minutes of Regular Meeting Held February 16, 1994

MOVED by Alderman Eisenberger, seconded by Alderman Charters that

THE MINUTES OF REGULAR MEETING HELD FEBRUARY 16, 1994 BE APPROVED.

MOTION CARRIED.

4. Business Arising From the Minutes

Nil

5. Private and Confidential

MOVED by Mrs. Isbester, seconded by Mr. Deys that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 8:20 A.M.

MOTION CARRIED.

MOVED by Mr. Kujavsky, seconded by Mr. DiIanni that

THE IN-CAMERA SESSION BE ADJOURNED AT 9:30 A.M.

MOTION CARRIED.

6. New Business

Nil

7. Other Business

7.1 Financial Summary for the Month Ending February 28, 1994

The Board received the Financial Summary for the Two Month Period Ended February 28, 1994. The Chairman of the Finance and Administration Committee, Mr. Marvin Ryder, advised that the Committee had reviewed the reasons for the financial results in detail; that the March results are not expected to improve; and that the Board will be kept fully apprised. Staff have, in the meantime, identified expense freezes to be implemented until such time as revenues improve.

7.2 Special Olympics Dinner

It was reported that a City sponsored event, the Special Olympics dinner which had the potential to generate an estimated \$32,000 revenue at the Convention Centre, has been moved to the Hamilton airport where Carmen's will cater the event. As a result of the discussion, staff was requested to investigate who (at the Convention Centre) the arrangements were made with and to obtain any other information from the organizers which contributed to their decision to move from the Convention Centre.

8. Date of Next Meeting

Friday, April 22, 1994
8:00 a.m.
Hamilton Convention Centre, Room 314

9. Motion to Adjourn

MOVED by Mr. Kujavsky, seconded by Mrs. Isbester that

THE MEETING ADJOURN AT 9:45 A.M.

MOTION CARRIED.

TAKEN AS READ AND APPROVED

William Tidball, Chairman

Patricia Bennett, Secretary

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

SPECIAL MEETING OF THE BOARD OF DIRECTORS

Tuesday, April 5, 1994

4:00 p.m.

Copps Coliseum, Hamilton Room

MINUTES

PRESENT: Mr. W. Tidball, Chairman
Alderman T. Anderson, First Vice-Chairman
Mr. C. Nolan, Second Vice-Chairman
Mayor R. Morrow
Alderman F. Eisenberger
Alderman B. Charters
Mrs. J. Isbester
Mrs. M. Dow
Mr. G. Kay
Mr. M. Ryder
Mr. A. DiIanni
Mr. J. Kujavsky
Mr. F. Deys

ALSO PRESENT: Mr. G. Macaluso
Mr. J. Leuser
Mr. B. Calder
Mr. B. Snetsinger

REGRETS: Alderman H. Merling

1. Chairman's Remarks

The Chairman opened the meeting at 4:15 p.m.; thanked everyone for coming to the meeting; and advised that the purpose of calling the meeting was to discuss the Vancouver Canucks' proposal to H.E.C.F.I. respecting the future of the Hamilton Canucks in Copps Coliseum. As the discussion involved negotiations, it was

MOVED by Mr. Kujavsky, seconded by Mr. Nolan that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 4:16 P.M.

MOTION CARRIED.

MOVED by Mrs. Isbester, seconded by Mr. Ryder,

THAT THE IN-CAMERA SESSION BE ADJOURNED AT 5:10 P.M.

MOTION CARRIED.

Following a review of Vancouver's proposal, it was

MOVED by Mr. DiIanni, seconded by Alderman Eisenberger

THAT STAFF BE DIRECTED TO PRESENT A COUNTER-OFFER TO THE VANCOUVER CANUCKS.

MOTION CARRIED. Mayor Morrow opposed the motion; Mr. Nolan abstained (which results as a negative vote).

2. Adjournment

MOVED by Mr. Ryder, seconded by Mr. Kujavsky that

THE MEETING BE ADJOURNED AT 5:15 P.M.

MOTION CARRIED.

TAKEN AS READ AND APPROVED

William Tidball, Chairman

Patricia Bennett, Secretary

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

SPECIAL MEETING OF THE BOARD OF DIRECTORS

**Tuesday, April 12, 1994
11:45 a.m.
Hamilton Convention Centre
Room 314**

MINUTES

PRESENT: Mr. W. Tidball, Chairman
Alderman T. Anderson, First Vice-Chairman
Mr. C. Nolan, Second Vice-Chairman
Mayor R. Morrow
Alderman B. Charters
Alderman F. Eisenberger
Mr. M. Ryder
Mr. J. Kujavsky

ALSO PRESENT: Mr. G. Macaluso
Mr. J. Leuser
Mr. B. Snetsinger
Mr. B. Calder
Mr. R. DiFilippo

REGRETS: Alderman H. Merling
Mrs. M. Dow
Mrs. J. Isbester
Mr. G. Kay
Mr. F. Deys
Mr. A. Dilanni

1. Opening Remarks

The Chairman called the meeting to order at 12:05 p.m. and thanked everyone for coming to the meeting on such short notice. The purpose of the meeting is to discuss contractual issues contained in the Licence Agreement specific to the Hamilton Canucks' play-off games at Copps Coliseum.

Motion to Move In-Camera

MOVED by Mr. Ryder, seconded by Alderman Eisenberger that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 12:07 P.M.

MOTION CARRIED.

MOVED by Alderman Eisenberger, seconded by Mr. Ryder that

THE IN-CAMERA SESSION BE ADJOURNED AT 12:40 P.M.

MOTION CARRIED.

Licence Agreement Between H.E.C.F.I. and 1046805 Ontario Limited

MOVED by Mr. Nolan, seconded by Alderman Anderson that

CLAUSE 9.01(B) OF THE LICENCE AGREEMENT BETWEEN THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. AND 1046805 ONTARIO LIMITED BE RESCINDED AND REPLACED WITH THE FOLLOWING:

WITH RESPECT TO PLAY-OFF GAMES, THE GROSS TICKET SALES, NET OF APPLICABLE TAXES, FOR ALL TICKETS SOLD, SHALL BE SPLIT 50:50 BETWEEN THE TEAM AND H.E.C.F.I. AFTER DEDUCTING THE REQUIRED DISTRIBUTION TO THE AMERICAN HOCKEY LEAGUE."

MOTION CARRIED.

Mr. Ryder noted that the Board has met on very short notice on two occasions recently and commended Messrs. Macaluso and Leuser for their development of background information necessary for the Board's consideration of the respective issues. This involved extensive work over the Easter weekend and again this week for these two senior staff members to prepare the documentation. The Board thanked Messrs. Macaluso and Leuser and acknowledged their contributions.

2. Adjournment

MOVED by Mr. Ryder, seconded by Mr. Nolan that

THE MEETING BE ADJOURNED AT 12:55 P.M.

MOTION CARRIED.

TAKEN AS READ AND APPROVED

William Tidball, Chairman

Patricia Bennett, Secretary

...the church of the future
...the church of the future
...the church of the future
...the church of the future
...the church of the future

THE CHURCH OF THE FUTURE

The church of the future is a church which is not
concerned with the material world, but which is
concerned with the spiritual world. It is a church
which is not concerned with the present, but which
is concerned with the future. It is a church which
is not concerned with the individual, but which
is concerned with the whole of humanity.

THE CHURCH OF THE FUTURE

...the church of the future
...the church of the future
...the church of the future

...the church of the future
...the church of the future
...the church of the future

THE CHURCH OF THE FUTURE

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

MEETING OF THE BOARD OF DIRECTORS

Friday, May 27, 1994
8:00 a.m.

Hamilton Convention Centre, Albion C

HECFI Corporate Offices
101 York Blvd.
HAMILTON, ONTARIO
CANADA L8R 3L4
Tel. 416/546-4000
Fax 416/527-6856

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

- A. Operations Fourth Report

Attachment A

INFORMATION ITEMS

2. Correspondence

Nil

3. Minutes of Regular Meeting Held April 22, 1994

Attachment 3

- 3.1 Errors or Omissions
3.2 Motion for Approval

4. Business Arising From the Minutes

- 4.1 Financial Results for the Period Ended
April 30, 1994

Attachment 4.1

5. Private and Confidential

- 5.1 Contractual Matters

6. New Business

7. Other Business

8. Date of Next Meeting:

Friday, June 24, 1994
8:00 A.M.
To Be Announced

9. Motion to Adjourn

OUTSTANDING BUSINESS

Nil

May 20, 1994
Patricia Bennett
Secretary to the Board of Directors

1
100-1000
100-1000
100-1000

STANDARD THERMIST

Signature

COLONIAL



BOND

STANDARD THERMIST

A

OPERATIONS COMMITTEE FOURTH REPORT

The Operations Committee presents its **FOURTH** report from its meeting held May 18, 1994 and respectfully recommends approval of the following:

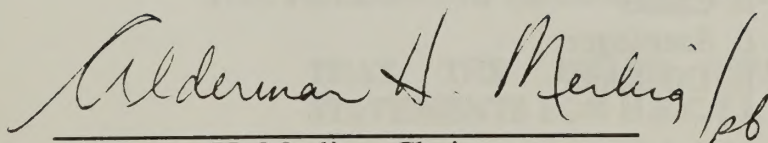
1. Food and Beverage Proposals for Copps Coliseum

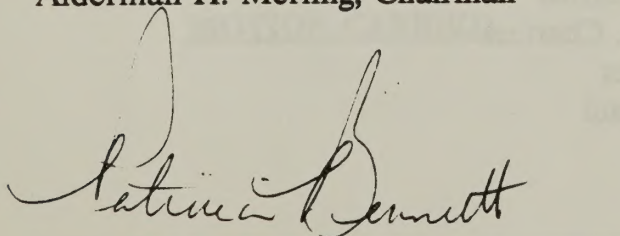
THAT VERSA SERVICES LTD. BE AWARDED THE CONTRACT FOR FOOD AND BEVERAGE SERVICES AT COPPS COLISEUM FOR A FIVE YEAR PERIOD COMMENCING JULY 1, 1994 AND CONCLUDING JUNE 30, 1999.

2. CC: 1994 World Championship of Basketball: Request to Allow Smoking in Club Lounge

THAT THE REQUEST MADE BY THE 1994 WORLD CHAMPIONSHIP OF BASKETBALL TO ALLOW SMOKING IN THE CLUB LOUNGE OF COPPS COLISEUM DURING THEIR EVENT SCHEDULED FOR AUGUST 4 TO 14, 1994 BE APPROVED.

Respectfully submitted,


Alderman H. Merling, Chairman


Patricia Bennett, Secretary

3

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Friday, April 22, 1994
8:00 a.m.**

Hamilton Convention Centre, Room 314

MINUTES

PRESENT: Mr. W. Tidball, Chairman
Alderman T. Anderson, First Vice Chairman
Mr. C. Nolan, Second Vice Chairman
Alderman H. Merling
Alderman F. Eisenberger
Mrs. M. Dow
Mrs. J. Isbester
Mr. J. Kujavsky
Mr. F. Deys

ALSO PRESENT: Mr. G. Macaluso
Mr. J. Leuser
Mr. B. Calder
Mr. B. Snetsinger
Mr. R. DiFilippo

REGRETS: Mayor R. Morrow
Alderman B. Charters
Mr. M. Ryder
Mr. A. DiIanni
Mr. G. Kay

1. Opening Remarks

The Chairman called the meeting to order at 8:43 a.m.

A. Finance and Administration Committee Second Report

MOVED by Alderman Anderson, seconded by Mr. Kujavsky that

THE FINANCE AND ADMINISTRATION COMMITTEE SECOND REPORT BE APPROVED AND THE FOLLOWING RECOMMENDATION APPROVED:

THAT THE CHIEF EXECUTIVE OFFICER REPRESENT H.E.C.F.I. ON THE TOURISM AND CONVENTIONS ADVISORY BOARD FOR THE REMAINDER OF THE TERM OF COUNCIL CONCLUDING IN 1994; AND THAT THE ISSUE BE REVIEWED IN CONJUNCTION WITH THE 1995 APPOINTMENT.

MOTION CARRIED.

B. Audit Committee First Report

MOVED by Mrs. Isbester, seconded by Mr. Deys that

THE AUDIT COMMITTEE FIRST REPORT BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

THAT THE DRAFT 1993 AUDITED FINANCIAL STATEMENTS FOR H.E.C.F.I. BE APPROVED.

MOTION CARRIED.

C. Community Dinner: Canadian Football Hall of Fame,
Saturday, July 16, 1994

MOVED by Mrs. Isbester, seconded by Mrs. Dow that

**THE H.E.C.F.I. BOARD OF DIRECTORS PURCHASE UP TO TEN
TICKETS TO THE INDUCTION DINNER AND DANCE TO BE
HELD JULY 16, 1994 AT A COST NOT TO EXCEED \$750.00.**

MOTION CARRIED. Alderman Merling opposed the motion.

2. Correspondence

Nil

3. Minutes of Regular Meeting Held March 16, 1994 and Special
Meetings of April 5th and 12th, 1994

MOVED by Mr. Deys, seconded by Alderman Eisenberger that

**THE MINUTES OF THE REGULAR MEETING HELD MARCH 16,
1994 BE APPROVED.**

MOTION CARRIED.

MOVED by Alderman Anderson, seconded by Mr. Kujavsky that

**THE MINUTES OF SPECIAL MEETINGS HELD APRIL 5TH AND
12TH BE APPROVED.**

MOTION CARRIED.

4. Business Arising From the Minutes

In response to Mrs. Isbester's query, the Director of Operations/Events Delivery explained that the results of his review of the reasons for the organizers of the Special Olympics to move their event to the Hamilton Airport revealed that there was a perceived safety factor in bussing the participants to a more spacious location with generous graded access ramps and generally, being more suitable for people in wheelchairs.

5. Private and Confidential

MOVED by Mrs. Dow, seconded by Mrs. Isbester that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 8:45 A.M.

MOTION CARRIED.

MOVED by Alderman Eisenberger, seconded by Mrs. Dow that

THE IN-CAMERA SESSION BE ADJOURNED AT 9:20 A.M.

MOTION CARRIED.

6. New Business

6.1 Public Art Commission

The Chairman reported that he had received correspondence from Mrs. Cheryl York, Arts Co-Ordinator, Culture & Recreation Department of the City of Hamilton, requesting that H.E.C.F.I. appoint a representative to the City's first Public Art Commission. It was

MOVED by Mr. Kujavsky, seconded by Mr. Deys that

**MRS. JACKIE ISBESTER BE APPOINTED AS H.E.C.F.I.'S
REPRESENTATIVE TO THE PUBLIC ART COMMISSION.**

MOTION CARRIED.

6.2 Award for Courage : Hamilton-Wentworth Regional Police

The Chairman reported that the Chief Executive Officer will receive an award from the Police Department acknowledging his act of courage in assisting in the recent apprehension of a drunken driver.

7. Other Business

Nil

8. Date of Next Meeting

Friday, May 27, 1994

8:00 A.M.

To Be Announced

8. Motion to Adjourn

MOVED by Mr. Nolan, seconded by Mr. Deys that

THE MEETING BE ADJOURNED AT 9:30 A.M.

MOTION CARRIED.

TAKEN AS READ AND APPROVED

William Tidball, Chairman

Patricia Bennett, Secretary

Financial Summary

For The Four Month Period Ended April 30, 1994

Actual Results For The Four Month Period Ended <u>April 30, 1993</u>		(1) <u>Budget</u>	(2) <u>Actual</u>	(3) Favourable < Unfavourable > <u>Budget Variance</u>
\$2,400,373	Revenue	\$2,580,933	\$2,228,323	\$ < 352,610 >
<u>3,080,539</u>	Expenditures	<u>3,174,654</u>	<u>2,921,851</u>	<u>252,803</u>
	Excess of Expenditures Over Revenue From Operations	<u>\$ 593,721</u>	<u>\$ 693,528</u>	<u>\$ < 99,807 ></u>
<u>\$ 680,166</u>				

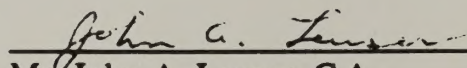
Comments:

HECFI's municipal contribution was over-expended by \$99,807 (see row 3, column 3 above) for the four month period ended April 30, 1994. This represents a decrease of \$103,887 in the over-expended amount reported to you last month for the quarter ended March 31, 1994.

The \$103,887 decrease in the over-expended municipal contribution arose primarily as a result of revenues for the month of April exceeding budget by \$132,426.

The \$99,807 over-expended municipal contribution for the four month period ended April 30, 1994 arose primarily from a revenue budget shortfall of \$352,610 which occurred largely at the Hamilton Convention Centre and Copps Coliseum. In response to this situation, management has implemented selected spending freezes.

Please note that it is the policy of the City of Hamilton not to charge its departments and its related boards and commissions with their interest and debenture costs nor with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.


Mr. John A. Leuser, C.A.
Director of Finance and Administration

1994 May 17

Copps
Coliseum

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.
CONSOLIDATED STATEMENT OF REVENUE AND EXPENDITURE

	Annual 1994 Budget	Budgeted Operating Results For The Four Month Period Ended April 30 1994	Actual Operating Results For The Four Month Period Ended April 30 1994	Favourable/ (Unfavourable) Budget Variance		Actual Operating Results For The Four Month Period Ended April 30 1993
	(1)	(2)	(3)	Amount	%	(6)
REVENUE						
RENTAL, LICENCE FEES AND SHOW REVENUE	\$1,424,440	\$685,495	\$620,107	(\$65,388)	-9.5%	\$670,590
OTHER RENTALS	\$386,450	\$151,402	\$138,393	(\$13,009)	-8.6%	\$153,278
FOOD, BEVERAGE AND CONCESSIONS	\$2,355,180	\$811,840	\$565,262	(\$246,578)	-30.4%	\$684,042
RECOVERIES	\$1,730,520	\$639,410	\$636,558	(\$2,852)	-0.4%	\$606,954
BOX OFFICE	\$435,160	\$186,190	\$174,492	(\$11,698)	-6.3%	\$173,371
OTHER	\$270,100	\$106,596	\$93,511	(\$13,085)	-12.3%	\$112,138
TOTAL REVENUE	\$6,601,850	\$2,580,933	\$2,228,323	(\$352,610)	-13.7%	\$2,400,373
EXPENDITURES						
OPERATIONS-ADMINISTRATION	\$344,870	\$113,890	\$107,401	\$6,489	5.7%	\$93,184
FOOD AND BEVERAGE	\$2,151,580	\$711,527	\$570,776	\$140,751	19.8%	\$652,440
EVENTS DELIVERY	\$2,241,270	\$838,315	\$764,355	\$73,960	8.8%	\$855,259
BUILDING OPERATIONS	\$1,413,530	\$470,726	\$477,011	(\$6,285)	-1.3%	\$457,368
MARKETING AND PROMOTION	\$1,330,500	\$439,825	\$428,918	\$10,907	2.5%	\$431,330
ADMINISTRATION-CEO/BOARD	\$292,380	\$96,218	\$96,065	\$153	0.2%	\$111,619
PROFESSIONAL FEES	\$37,420	\$12,476	\$10,830	\$1,646	13.2%	\$4,167
FINANCE AND ADMINISTRATION	\$686,930	\$224,913	\$219,222	\$5,691	2.5%	\$223,747
BOX OFFICE	\$403,100	\$145,950	\$126,462	\$19,488	13.4%	\$161,988
INSURANCE	\$124,800	\$41,604	\$41,601	\$3	0.0%	\$45,837
PROVISION FOR CAPITAL REPLACEMENT	\$79,210	\$79,210	\$79,210	\$0	0.0%	\$43,600
TOTAL EXPENDITURES	\$9,105,590	\$3,174,654	\$2,921,851	\$252,803	8.0%	\$3,080,539
EXCESS OF EXPENDITURE OVER REVENUE FROM OPERATIONS	\$2,503,740	\$593,721	\$693,528	(\$99,807)	-16.8%	\$680,166
CONTRIBUTION FROM THE CITY	\$2,503,740	\$593,721	\$593,721	\$0	0.0%	\$774,316
UNDER EXPENDED MUNICIPAL CONTRIBUTION	\$0	\$0	(\$99,807)	(\$99,807)	0.0%	\$94,150

NOTE: It is the policy of the City of Hamilton not to charge its departments and its related boards and commissions utility and related overhead charges. Accordingly these financial statements do not reflect the above costs.

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

URBAN/MUNICIPAL

MEETING OF THE BOARD OF DIRECTORS

Friday, June 24, 1994

8:00 a.m.

Hamilton Place, Meeting Room 1

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A. *Operations Fifth Report*

Attachment A

INFORMATION ITEMS

2. Correspondence

Nil

3. Minutes of Regular Meeting Held May 27, 1994

Attachment 3

3.1 Errors or Omissions

3.2 Motion for Approval

4. Business Arising From the Minutes

4.1 Financial Results for the Period Ended
May 31, 1994

Attachment 4.1

5. Private and Confidential

5.1 Contractual Matters

6. New Business

7. Other Business

8. Date of Next Meeting:

Friday, July 22, 1994

8:00 A.M.

Hamilton Convention Centre, Room 314

9. Motion to Adjourn

OUTSTANDING BUSINESS

Nil

June 20, 1994

Patricia Bennett

Secretary to the Board of Directors

INSTRUCTIONS TO OFFICIALS OF THE BOARD

1. The Board shall be composed of three members.

2. The Board shall be organized as follows:

a. The Board shall be organized as follows:

b. The Board shall be organized as follows:

101-11.6

PROCEDURES FOR THE BOARD

1. The Board shall be organized as follows:

2. The Board shall be organized as follows:

3. The Board shall be organized as follows:

4. The Board shall be organized as follows:

5. The Board shall be organized as follows:

6. The Board shall be organized as follows:

7. The Board shall be organized as follows:

8. The Board shall be organized as follows:

9. The Board shall be organized as follows:

10. The Board shall be organized as follows:

11. The Board shall be organized as follows:

12. The Board shall be organized as follows:

13. The Board shall be organized as follows:

14. The Board shall be organized as follows:

15. The Board shall be organized as follows:

16. The Board shall be organized as follows:

17. The Board shall be organized as follows:

18. The Board shall be organized as follows:

19. The Board shall be organized as follows:

APPENDIX A

101-11.6

101-11.6

101-11.6

A

OPERATIONS COMMITTEE FIFTH REPORT

The Operations Committee presents its **FIFTH** report from its meeting held June 15, 1994 and respectfully recommends approval of the following:

1. HP: Retrofit and Sale of Advertising Space on the Exterior Pylon Sign

At its May 27th Regular Meeting the full Board directed the Operations Committee to review the issue of the Hamilton Place Pylon Sign and to subsequently present a recommendation. The following is the recommendation:

STAFF BE DIRECTED TO PROVIDE A COMPREHENSIVE REPORT AT THE NEXT OPERATIONS COMMITTEE MEETING INCLUDING:

- (i) **CLARIFICATION REGARDING STAFF'S ABILITY TO SELL ADVERTISEMENT SPACE AND RESULTING ESTIMATED REVENUE; and**
- (ii) **AN ANALYSIS OF THE IMPACT OF THE INCLUSION OR DELETION OF CAPITAL COSTS IN THE OVERALL FINANCIAL IMPLICATIONS WHEN CONSIDERING THE VARIOUS OPTIONS TO RETROFIT THE SIGN AND SELL THE ADVERTISING.**

2. HP: Sound Reinforcement System

- 1. PURCHASE ORDERS BE ISSUED TO THE FOLLOWING VENDORS FOR THE INDIVIDUAL SECTIONS OF THE HAMILTON PLACE SOUND REINFORCEMENT SYSTEM REFURBISHMENT AND REPLACEMENT PROJECT IN THE RESPECTIVE AMOUNTS, EXCLUDING GST, INDICATED:**

VENDOR	SECTION	PRICE
Westbury National Show	17110,17160	\$64,036.
J.L. Sound Systems Ltd.	17130	\$43,210.
Azcar Technologies Inc.	17150	\$45,600.
Hillmer/Rossi Electric Ltd.	16110 to 16140	\$43,100.
Ark-Tech Contracting Ltd.	16150	\$31,128.38
TOTAL AMOUNT OF ORDERS		\$227,074.38

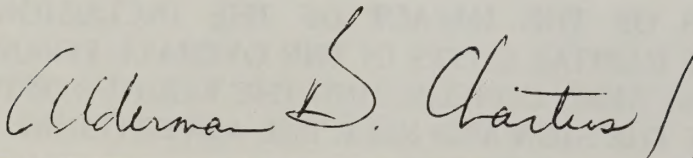
2. AND THAT A GENERAL CONTINGENCY ALLOWANCE OF \$20,000. BE ESTABLISHED FOR THIS PROJECT.

TOTAL AMOUNT OF ORDERS AND CONTINGENCY \$247,074.38

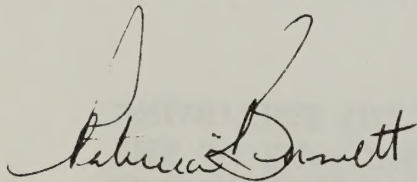
3. THAT ITEMS 1 AND 2 ABOVE BE FINANCED FROM THE FOLLOWING WORK-IN-PROGRESS ACCOUNTS:

CF 5200928851003 - Hamilton Place; Replace Sound System
CF 5200929151016 - Hamilton Place; Sound/Lighting Equipment
CF 5200929441029 - Hamilton Place; Sound Reinforcement System

Respectfully submitted



Alderman B. Charters, Vice-Chairman



Patricia Bennett, Secretary

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

Friday, May 27, 1994

8:00 a.m.

Hamilton Convention Centre, Albion C

MINUTES

PRESENT: Mr. W. Tidball, Chairman
Alderman T. Anderson, First Vice Chairman
Mr. C. Nolan, Second Vice Chairman
Mayor R. Morrow
Alderman H. Merling
Alderman B. Charters
Alderman F. Eisenberger
Mrs. M. Dow
Mrs. J. Isbester
Mr. J. Kujavsky
Mr. G. Kay
Mr. M. Ryder

ALSO PRESENT: Mr. G. Macaluso
Mr. J. Leuser
Mr. B. Snetsinger
Mr. B. Calder

REGRETS: Mr. A. DiIanni
Mr. F. Deys

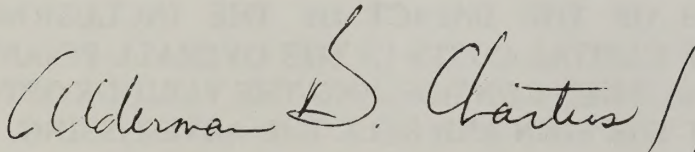
2. AND THAT A GENERAL CONTINGENCY ALLOWANCE OF \$20,000. BE ESTABLISHED FOR THIS PROJECT.

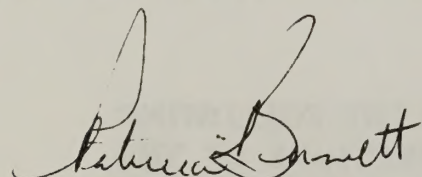
TOTAL AMOUNT OF ORDERS AND CONTINGENCY \$247,074.38

3. THAT ITEMS 1 AND 2 ABOVE BE FINANCED FROM THE FOLLOWING WORK-IN-PROGRESS ACCOUNTS:

CF 5200928851003 - Hamilton Place; Replace Sound System
CF 5200929151016 - Hamilton Place; Sound/Lighting Equipment
CF 5200929441029 - Hamilton Place; Sound Reinforcement System

Respectfully submitted


Alderman B. Charters, Vice-Chairman


Patricia Bennett, Secretary

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

Friday, May 27, 1994

8:00 a.m.

Hamilton Convention Centre, Albion C

MINUTES

PRESENT: Mr. W. Tidball, Chairman
Alderman T. Anderson, First Vice Chairman
Mr. C. Nolan, Second Vice Chairman
Mayor R. Morrow
Alderman H. Merling
Alderman B. Charters
Alderman F. Eisenberger
Mrs. M. Dow
Mrs. J. Isbester
Mr. J. Kujavsky
Mr. G. Kay
Mr. M. Ryder

ALSO PRESENT: Mr. G. Macaluso
Mr. J. Leuser
Mr. B. Snetsinger
Mr. B. Calder

REGRETS: Mr. A. DiIanni
Mr. F. Deys

1. Opening Remarks

The Chairman called the meeting to order at 8:20 a.m. Mr. Tidball, on behalf of the Board, expressed appreciation to the Chairman of Operations Committee, Alderman Merling, and to all members of the Operations Committee for their work in reviewing the food and beverage proposals and interviewing the proponents.

A. Operations Committee Fourth Report

Food and Beverage Proposals for Copps Coliseum

MOVED by Mr. Kujavsky, seconded by Mrs. Isbester that

VERSA SERVICES LTD. BE AWARDED THE CONTRACT FOR FOOD AND BEVERAGE SERVICES AT COPPS COLISEUM FOR A FIVE YEAR PERIOD COMMENCING JULY 1, 1994 AND CONCLUDING JUNE 30, 1999.

MOTION CARRIED.

1994 World Championship of Basketball: Request to Allow Smoking in Club Lounge

MOVED by Mrs. Isbester, seconded by Mr. Kay that

THE REQUEST MADE BY THE 1994 WORLD CHAMPIONSHIP OF BASKETBALL TO ALLOW SMOKING IN THE CLUB LOUNGE OF COPPS COLISEUM DURING THEIR EVENT SCHEDULED FOR AUGUST 4 TO 14, 1994 BE APPROVED.

MOTION CARRIED.

2. Correspondence

Nil

3. Minutes of Regular Meeting Held April 22, 1994

MOVED by Alderman Anderson, seconded by Alderman Eisenberger that

THE MINUTES OF THE MEETING HELD APRIL 22, 1994 BE APPROVED.

MOTION CARRIED.

Mr. Nolan requested that it be noted his attendance at the April 22nd meeting had been limited to the latter portion of the meeting.

4. Business Arising From the Minutes

4.1 Financial Results for the Period Ended April 30, 1994

MOVED by Mr. Ryder, seconded by Alderman Charters that

THE FINANCIAL SUMMARY FOR THE FOUR MONTH PERIOD ENDED APRIL 30, 1994 BE RECEIVED.

MOTION CARRIED.

5. Private and Confidential.

5.1 Contractual Matters

MOVED by Mr. Ryder, seconded by Mr. Kujavsky that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 8:25 A.M.

MOTION CARRIED.

MOVED by Mr. Ryder, seconded by Mr. Kujavsky that

THE MEETING MOVE OUT OF IN-CAMERA AT 8:45 A.M.

MOTION CARRIED.

N.H.L. Neutral Site Games

MOVED by Alderman Eisenberger, seconded by Mr. Kay that

THE MANAGING DIRECTOR/CEO, IN CONSULTATION WITH THE CITY'S LAW DEPARTMENT, BE AUTHORIZED TO ENTER INTO AN AGREEMENT WITH THE NATIONAL HOCKEY LEAGUE/NATIONAL HOCKEY LEAGUE PLAYERS' ASSOCIATION TO PROMOTE FOUR (4) NEUTRAL SITE GAMES FOR THE UPCOMING 1994/95 N.H.L. SEASON.

MOTION CARRIED.

MOVED by Mrs. Dow, seconded by Mr. Kujavsky that

THE MEETING MOVE INTO IN-CAMERA AT 8:50 A.M.

MOTION CARRIED.

All staff members with the exception of the CEO/Managing Director were requested to leave the meeting.

Staff were invited back into the meeting at 9:35 a.m.

MOVED by Mr. Nolan, seconded by Mrs. Isbester that

THE MEETING MOVE OUT OF IN-CAMERA AT 9:36 A.M.

MOTION CARRIED.

6. New Business

Nil

7. Other Business

7.1 Employee Training Sessions : Board Member Attendance

The Finance and Administration Committee will be requested to discuss the feasibility of Board Member attendance at staff training sessions.

7.2 Hamilton Place Pylon Sign

The full Board was apprised of the Operations Committee recommendation to defer the issue of the pylon sign for three to six months and it was

MOVED by Mr. Nolan, seconded by Mr. Ryder that

THE OPERATIONS COMMITTEE BE REQUESTED TO REVIEW THE ISSUE OF THE HAMILTON PLACE PYLON SIGN AND TO PRESENT A RECOMMENDATION TO THE FULL BOARD AT ITS JUNE MEETING.

MOTION CARRIED.

8. Date of Next Meeting

Friday, June 24, 1994 . .

8:00 a.m.

Hamilton Place, Meeting Room 1

9. Motion to Adjourn

MOVED by Mr. Kujavsky, seconded by Mr. Nolan that

THE MEETING BE ADJOURNED AT 10:00 A.M.

MOTION CARRIED.

TAKEN AS READ AND APPROVED

William Tidball, Chairman

Patricia Bennett, Secretary



Hamilton
Entertainment
and Convention
Facilities Inc.

4.1

Financial Summary
For The Five Month Period Ended May 31, 1994

Actual Results For The Five Month Period Ended May 31, 1993		(1) Budget	(2) Actual	(3) Favourable < Unfavourable > Budget Variance
\$2,975,820	Revenue	\$3,081,389	\$2,780,561	\$ < 300,828 >
<u>3,839,932</u>	Expenditures	<u>3,895,132</u>	<u>3,625,521</u>	<u>269,611</u>
	Excess of Expenditures Over Revenue From Operations			
<u>\$ 864,112</u>		<u>\$ 813,743</u>	<u>\$ 844,960</u>	<u>\$ < 31,217 ></u>

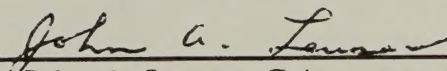
Comments:

HECFI's municipal contribution was over-expended by \$31,217 (see row 3, column 3 above) for the five month period ended May 31, 1994. This represents a decrease of \$68,590 in the over-expended amount reported to you last month for the four month period ended April 30, 1994.

The \$68,590 decrease in the over-expended municipal contribution arose due to the combined effect of revenues for the month of May exceeding budget by \$51,782 and expenditures for the month being under budget by \$16,808.

The \$31,217 over-expended municipal contribution for the five month period ended May 31, 1994 arose primarily from a revenue budget shortfall of \$300,828 which occurred largely at the Hamilton Convention Centre and Copps Coliseum. In response to this situation, management implemented selected spending freezes.

Please note that it is the policy of the City of Hamilton not to charge its departments and its related boards and commissions with their interest and debenture costs nor with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.


Mr. John A. Leuser, C.A.
Director of Finance and Administration

1994 June 14

Copps
Coliseum

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.
CONSOLIDATED STATEMENT OF REVENUE AND EXPENDITURE

	Annual 1994 Budget	Budgeted Operating Results For The Five Month Period Ended May 31, 1994	Actual Operating Results For The Five Month Period Ended May 31, 1994	Favourable/ (Unfavourable) Budget Variance Amount	%	Actual Operating Results For The Five Month Period Ended May 31, 1993
	(1)	(2)	(3)	(4)	(5)	(6)
REVENUE						
RENTAL, LICENCE FEES AND SHOW REVENUE	\$1,424,440	\$819,550	\$766,484	(\$54,066)	-6.6%	\$836,574
OTHER RENTALS	\$386,450	\$176,172	\$156,813	(\$19,369)	-11.0%	\$174,286
FOOD, BEVERAGE AND CONCESSIONS	\$2,356,180	\$1,006,160	\$786,840	(\$220,320)	-21.9%	\$831,703
RECOVERIES	\$1,730,520	\$737,060	\$747,750	\$10,690	1.5%	\$781,151
BOX OFFICE	\$435,160	\$213,410	\$202,537	(\$10,873)	-5.1%	\$207,144
OTHER	\$270,100	\$129,037	\$122,137	(\$6,900)	-5.3%	\$144,963
TOTAL REVENUE	\$6,601,850	\$3,081,389	\$2,780,561	(\$300,828)	-9.8%	\$2,975,820
EXPENDITURES						
OPERATIONS-ADMINISTRATION	\$344,870	\$142,847	\$137,344	\$5,503	3.9%	\$117,527
FOOD AND BEVERAGE	\$2,151,580	\$902,097	\$768,269	\$133,828	14.8%	\$829,336
EVENTS DELIVERY	\$2,241,270	\$1,000,210	\$912,446	\$87,765	8.8%	\$1,066,649
BUILDING OPERATIONS	\$1,413,530	\$581,604	\$586,781	(\$4,177)	-0.7%	\$688,880
MARKETING AND PROMOTION	\$1,330,500	\$542,164	\$526,386	\$16,779	3.1%	\$648,081
ADMINISTRATION-CEO/BOARD	\$292,380	\$120,820	\$121,610	(\$790)	-0.7%	\$138,444
PROFESSIONAL FEES	\$37,420	\$15,596	\$11,866	\$3,730	23.9%	\$8,908
FINANCE AND ADMINISTRATION	\$686,930	\$282,669	\$277,593	\$5,076	1.8%	\$278,207
BOX OFFICE	\$403,100	\$175,911	\$154,017	\$21,894	12.4%	\$191,984
INSURANCE	\$124,800	\$52,006	\$52,002	\$4	0.0%	\$67,296
PROVISION FOR CAPITAL REPLACEMENT	\$79,210	\$79,210	\$79,210	\$0	0.0%	\$43,800
TOTAL EXPENDITURES	\$9,106,590	\$3,896,132	\$3,625,521	\$269,611	6.9%	\$3,838,932
EXCESS OF EXPENDITURE OVER REVENUE FROM OPERATIONS	\$2,503,740	\$813,743	\$844,960	(\$31,217)	-3.8%	\$884,112
CONTRIBUTION FROM THE CITY	\$2,503,740	\$813,743	\$813,743	\$0	0.0%	\$828,166
UNDER EXPENDED MUNICIPAL CONTRIBUTION	\$0	\$0	(\$31,217)	(\$31,217)	0.0%	\$84,054

NOTE: It is the policy of the City of Hamilton not to charge its departments and its related boards and commissions utility and related overhead charges. Accordingly these financial statements do not reflect the above costs.

URBAN/MUNICIPAL
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HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

MEETING OF THE BOARD OF DIRECTORS

Friday, July 22, 1994

8:00 a.m.

Hamilton Convention Centre, Room 314

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

- A. *Operations Committee Sixth Report*

Attachment A

- B. *Finance and Administration Committee Third Report*

Attachment B

INFORMATION ITEMS

2. Correspondence

Attachment 2

3. Minutes of Regular Meeting Held June 24, 1994

Attachment 3

3.1 Errors or Omissions

3.2 Motion for Approval

4. Business Arising From the Minutes

4.1 Financial Results for the Period Ended
June 30, 1994

Attachment 4.1

5. Private and Confidential

5.1 Contractual Matters

6. New Business

7. Other Business

8. Date of Next Meeting:

Friday, August 26, 1994

8:00 A.M.

Hamilton Convention Centre, Room 314

9. Adjournment

OUTSTANDING BUSINESS

Nil

July 14, 1994

Patricia Bennett

Secretary to the Board of Directors

A

OPERATIONS COMMITTEE SIXTH REPORT

The Operations Committee presents its **SIXTH** report from its meeting held July 13, 1994 and respectfully requests approval of the following:

1. HP: Retrofit and Sale of Advertising Space on the Exterior Pylon Sign

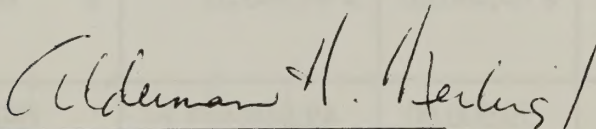
THAT H.E.C.F.I. RETAIN NEON PRODUCTS LTD. (THE LOWEST OF THREE PROPOSALS) TO RETROFIT THE HAMILTON PLACE EXTERIOR PYLON SIGN AT A COST NOT TO EXCEED \$182,132. INCLUSIVE OF \$164,132. REPRESENTING RETROFIT COSTS, \$12,000. REPRESENTING COSTS FOR A POWER UPGRADE, AND A \$6,000. CONTINGENCY; and

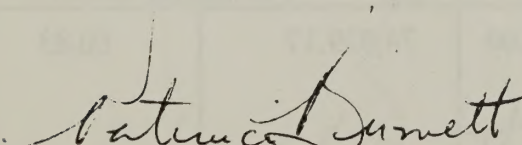
THAT THE PROJECT BE FUNDED FROM CAPITAL ACCOUNT NO. CF 5200 929441030; and

THAT MARKETING AND SALES STAFF BE RESPONSIBLE FOR THE SALE OF ADVERTISING ON THE PYLON SIGN AT A MINIMUM RETURN OF \$50,000. PER ANNUM; and

THAT A PROGRESS/EVALUATION REPORT BE SUBMITTED MONTHLY TO ALL STANDING COMMITTEES OF THE BOARD.

Respectfully submitted,


Alderman H. Merling, Chairman


Patricia Bennett, Secretary

B

FINANCE AND ADMINISTRATION COMMITTEE THIRD REPORT

The Finance and Administration Committee presents its **THIRD** report from its meeting held July 14, 1994 and respectfully requests approval of the following:

1. Closing of Capital Project Accounts

THAT THE BOARD OF DIRECTORS APPROVE THE FOLLOWING CAPITAL PROJECT ACCOUNTS BE CLOSED, WITH \$130,448.68 OF THE EXCESS FINANCING RETURNED TO THE HECFI RESERVE ACCOUNT FOR CAPITAL PROJECTS AND \$10,000 RETURNED TO THE HAMILTON PLACE CAPITAL IMPROVEMENT FUND WHICH WERE THE ORIGINAL SOURCES OF FUNDING; and

THAT THE FORGOING BE FORWARDED TO THE CITY FINANCE AND ADMINISTRATION COMMITTEE FOR INFORMATION.

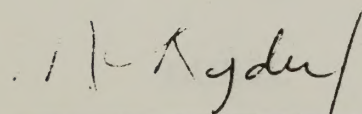
Capital Centre Number	Project Description	Authorized Gross Amount	Expended/ Committed To Date	Balance Available
CF 929151017	Convention Centre; Equipment and Renovations	\$ 10,000.00	\$ 9,800.00	\$ 200.00
CF 928941001	Hamilton Place; Great Hall Banners	130,000.00	129,999.40	0.60
CF 929151022	Hamilton Place; Various Equipment and Renovations	\$ 65,000.00	\$ 64,993.35	\$ 6.65
CF 929051002	Copps Coliseum; New Equipment and Renovations	50,000.00	49,819.40	180.60
CF 929151015	Copps Coliseum; Revisions, Replacements - Building and Equipment	75,000.00	74,939.17	60.83

Capital Centre Number	Project Description	Authorized Gross Amount	Expended/ Committed To Date	Balance Available
CF 929441032	Copps Coliseum; Cash Management System	130,000.00	0.00	130,000.00
Total of Projects Funded from the HECFI Reserve for Capital Projects				\$130,448.68
Project Funded from the Hamilton Place Capital Improvement Fund				
CF 929041011	Hamilton Place; Great Hall Banners	\$182,019.00	\$172,019.00	\$ 10,000.00

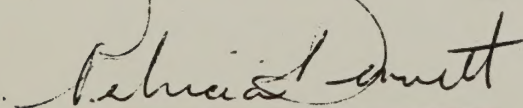
2. Memorandum of Agreement : H.E.C.F.I./I.A.T.S.E. Local B-173

THE MEMORANDUM OF AGREEMENT DATED JUNE 28, 1994 BETWEEN H.E.C.F.I. AND THE INTERNATIONAL ALLIANCE OF THEATRICAL STAGE EMPLOYEES AND MOVING PICTURE MACHINE OPERATORS OF THE UNITED STATES AND CANADA, LOCAL B-173 FOR THE TERM JANUARY 1, 1994 TO DECEMBER 31, 1994 BE ENDORSED AND FORWARDED TO THE FULL BOARD FOR APPROVAL SUBJECT TO THE UNION'S ACCEPTANCE.

Respectfully submitted,



Marvin Ryder, Chair



Patricia Bennett, Secretary

2

ABOUT TOWN

Event and Meeting Planners

JUL 5 1994

June 30, 1994

Mr. Gabe Macaluso
Managing Director/C.E.O.
Hamilton Entertainment & Convention Facilities Inc.
101 York Boulevard
Hamilton, Ontario L8R 3L4

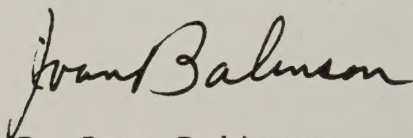
Dear Mr. Macaluso:

Once again, I am writing you to commend the staff of the HECFI facilities. I was contracted to manage the logistics of the Canadian Christian Festival IV. I worked closely with Allison Nicholson, Bruce McCready, and Dave Kelly. Each of them went out of their way to assist me with the arrangements. As well, the security and maintenance staff at the Coliseum, made themselves available--always with a smile and prompt response.

You are indeed fortunate to retain these people. Please convey my appreciation and give appropriate recognition to the Board of HECFI.

I always look forward to bringing clients into these facilities, as I know they will be welcomed with true Hamilton hospitality.

Regards,



B. Joan Balinson
Consultant

c.c. Mr. Brad Calder

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

Friday, June 24, 1994

8:00 a.m.

Hamilton Place, Meeting Room #1

MINUTES

PRESENT:

Mr. W. Tidball, Chairman
Alderman T. Anderson, First Vice Chairman
Mr. C. Nolan, Second Vice Chairman
Alderman H. Merling
Alderman F. Eisenberger
Mrs. M. Dow
Mr M. Ryder
Mr. A. DiIanni
Mr. J. Kujavsky
Mrs. J. Isbester
Mr. F. Deys

ALSO PRESENT:

Mr. G. Macaluso
Mr. J. Leuser
Mr. B. Snetsinger
Mr. B. Calder

GUEST:

Mr. A. Ross, City Treasurer

REGRETS:

Mayor R. Morrow
Alderman B. Charters
Mr. G. Kay

1. Opening Remarks

The Chairman opened the meeting at 8:20 a.m. On behalf of the entire Board, Mr. Tidball expressed sympathy to Mr. Ryder upon the recent loss of his mother, Dorothy.

A. Operations Fifth Report

1. Retrofit and Sale of Advertising Space on the Exterior Pylon Sign

MOVED by Mr. Kujavsky, seconded by Alderman Anderson that

STAFF BE DIRECTED TO PROVIDE A COMPREHENSIVE REPORT AT THE NEXT OPERATIONS COMMITTEE MEETING INCLUDING:

- (i) **CLARIFICATION REGARDING STAFF'S ABILITY TO SELL ADVERTISEMENT SPACE AND RESULTING ESTIMATED REVENUE; and**
- (ii) **AN ANALYSIS OF THE IMPACT OF THE INCLUSION OR DELETION OF CAPITAL COSTS IN THE OVERALL FINANCIAL IMPLICATIONS WHEN CONSIDERING THE VARIOUS OPTIONS TO RETROFIT THE SIGN AND SELL THE ADVERTISING.**

MOTION CARRIED.

The CEO clarified that his analysis will include a review of staff's skills vis-a-vis selling signage; the practicality of reallocating staff time from pursuing convention business to selling signage; the willingness/availability of organizations to enter into signage agreements which are not part of city-wide or national advertising package(s).

2. HP: Sound Reinforcement System

The Chairman advised that following the Operations Committee approval to proceed with the issuance of purchase orders for the individual sections of the sound reinforcement system refurbishment and replacement project, the City's Purchasing Department advised that the tender document submitted by J.L. Sound Systems Ltd. for Audio Cable Systems in the amount of \$43,210 (the lowest bid) could not be accepted. The reason provided by the Purchasing Department was that the bid document was not signed by the vendor and in accordance with purchasing procedures this constitutes sufficient cause to reject the bid. The next lowest bid was submitted by P.A. Plus Sound Productions Inc. in the amount of \$51,858.29 (an increase of \$8,648.29 over that submitted by J.L. Sound Systems Ltd.) and is within the total budgeted amount established for the project. It was

MOVED by Mr. Nolan, seconded by Mr. Ryder that

THAT THE BID PROPOSAL RESPECTING AUDIO CABLE SYSTEMS SUBMITTED BY J.L. SOUND SYSTEMS LTD. IN THE AMOUNT OF \$43,210. BE REJECTED; and

THAT THE BID PROPOSAL SUBMITTED BY P.A. PLUS SOUND PRODUCTIONS INC. IN THE AMOUNT OF \$51,858.29. BE ACCEPTED AS THE NEXT LOWEST BID; and

THAT THE TOTAL AMOUNT OF EXPENDITURES APPROVED BY THE OPERATIONS COMMITTEE FOR THE SOUND REINFORCEMENT SYSTEM PROJECT BE INCREASED TO \$235,722.67, PLUS THE CONTINGENCY AMOUNT OF \$20,000. MAKING A GRAND TOTAL OF \$255,722.67.

MOTION CARRIED. Aldermen Merling and Anderson opposed the motion.

MOVED by Mr. Nolan, seconded by Mr. Ryder that

**THE MAIN MOTION RECOMMENDED BY THE
OPERATIONS COMMITTEE BE APPROVED AS
AMENDED:**

- 1. PURCHASE ORDERS BE ISSUED TO
THE FOLLOWING VENDORS FOR THE
INDIVIDUAL SECTIONS OF THE
HAMILTON PLACE SOUND
REINFORCEMENT SYSTEM
REFURBISHMENT AND
REPLACEMENT PROJECT IN THE
RESPECTIVE AMOUNTS, EXCLUDING
GST, INDICATED:**

<u>VENDOR</u>	<u>SECTION</u>	<u>PRICE</u>
Westbury National Show	17110,17160	\$64,036.
P.A. Sound Productions Inc.	17130	\$51,858.29
Azcar Technologies Inc.	17150	\$45,600.
Hillmer/Rossi Electric Ltd.	16110 to 16140	\$43,100.
Ark-Tech Contracting Ltd.	16150	\$31,128.38

TOTAL AMOUNT OF ORDERS \$235,722.67

- 2. AND THAT A GENERAL
CONTINGENCY ALLOWANCE OF
\$20,000. BE ESTABLISHED FOR THIS
PROJECT.**

TOTAL AMOUNT OF ORDERS AND CONTINGENCY \$255,722.67

motion cont'd

**3. THAT ITEMS 1 AND 2 ABOVE BE
FINANCED FROM THE FOLLOWING
WORK-IN-PROGRESS ACCOUNTS:**

CF 5200928851003 - Hamilton Place; Replace Sound System
CF 5200929151016 - Hamilton Place; Sound/Lighting Equipment
CF 5200929441029 - Hamilton Place; Sound Reinforcement System

MOTION CARRIED. Aldermen Merling and Anderson
opposed the motion.

2. Correspondence

Nil

3. Minutes of Regular Meeting Held May 27, 1994

MOVED by Mrs. Isbester, seconded by Mr. Kujavsky that

**THE MINUTES OF THE REGULAR BOARD MEETING HELD MAY
27, 1994 BE APPROVED.**

MOTION CARRIED.

4. Business Arising From the Minutes

4.1 Financial Results for the Period Ended May 31, 1994

The Board received the Financial Summary for the Five Month Period
Ended May 31, 1994.

5. Private and Confidential

MOVED by Mr. Kujavsky, seconded by Mr. DiIanni that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 8:50 A.M.

MOTION CARRIED.

MOVED by Alderman Anderson, seconded by Alderman Merling that

THE MEETING MOVE OUT OF IN-CAMERA AT 9:15 A.M.

MOTION CARRIED.

6. New Business

7. Other Business

8. Date of Next Meeting

Friday, July 22, 1994

8:00 a.m.

Hamilton Convention Centre, Room 314

9. Motion to Adjourn

MOVED by Mr. Deys, seconded by Mr. DiIanni that

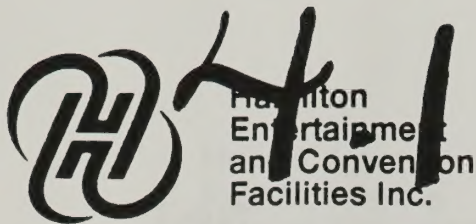
THE MEETING BE ADJOURNED AT 9:16 A.M.

MOTION CARRIED.

TAKEN AS READ AND APPROVED

William Tidball, Chairman

Patricia Bennett, Secretary



Hamilton
Entertainment
and Convention
Facilities Inc.

Financial Summary For The Six Month Period Ended June 30, 1994

Actual Results For The Six Month Period Ended <u>June 30, 1993</u>		(1) <u>Budget</u>	(2) <u>Actual</u>	(3) Favourable < Unfavourable > <u>Budget Variance</u>
\$3,644,354	Revenue	\$3,621,132	\$3,247,162	\$ < 373,970 >
<u>4,633,500</u>	Expenditures	<u>4,659,845</u>	<u>4,327,143</u>	<u>332,702</u>
	Excess of Expenditures Over Revenue From Operations			
<u>\$ 989,146</u>		<u>\$1,038,713</u>	<u>\$1,079,981</u>	<u>\$ < 41,268 ></u>

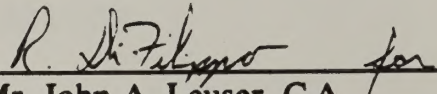
Comments:

HECFT's municipal contribution was over-expended by \$41,268 (see row 3, column 3 above) for the six month period ended June 30, 1994. This represents an increase of \$10,051 in the over-expended amount reported to you last month for the five month period ended May 31, 1994.

The \$10,051 increase in the over-expended municipal contribution for the month of June arose due primarily to revenue budget shortfalls at the Hamilton Convention Centre.

The \$41,268 over-expended municipal contribution for the six month period ended June 30, 1994 arose primarily from a revenue budget shortfall of \$373,970 which occurred largely at the Hamilton Convention Centre and Copps Coliseum. In response to this situation, management has implemented selected spending freezes.

Please note that it is the policy of the City of Hamilton not to charge its departments and its related boards and commissions with their interest and debenture costs nor with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.


Mr. John A. Leuser, C.A.
Director of Finance and Administration

1994 July 12

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.
CONSOLIDATED STATEMENT OF REVENUE AND EXPENDITURE

	Annual 1994 Budget	Budgeted Operating Results For The Six Month Period Ended June 30, 1994	Actual Operating Results For The Six Month Period Ended June 30, 1994	Favourable/ (Unfavourable) Budget Variance Amount	%	Actual Operating Results For The Six Month Period Ended June 30, 1993
	(1)	(2)	(3)	(4)	(5)	(6)
REVENUE						
RENTAL, LICENCE FEES AND						
SHOW REVENUE	\$1,424,440	\$941,315	\$891,684	(\$49,631)	-5.3%	\$992,307
OTHER RENTALS	\$386,450	\$202,934	\$176,424	(\$26,510)	-13.1%	\$202,175
FOOD, BEVERAGE AND CONCESSIONS	\$2,355,180	\$1,226,400	\$916,815	(\$309,585)	-25.2%	\$1,083,351
RECOVERIES	\$1,730,520	\$863,365	\$905,504	\$42,139	4.9%	\$954,421
BOX OFFICE	\$435,160	\$238,515	\$221,449	(\$17,066)	-7.2%	\$251,448
OTHER	\$270,100	\$148,603	\$135,286	(\$13,317)	-9.0%	\$160,652
TOTAL REVENUE	\$6,601,850	\$3,621,132	\$3,247,162	(\$373,970)	-10.3%	\$3,644,354
EXPENDITURES						
OPERATIONS-ADMINISTRATION	\$344,870	\$171,801	\$166,351	\$5,450	3.2%	\$143,319
FOOD AND BEVERAGE	\$2,151,580	\$1,111,831	\$914,798	\$197,033	17.7%	\$1,046,916
EVENTS DELIVERY	\$2,241,270	\$1,182,026	\$1,113,437	\$68,589	5.8%	\$1,260,496
BUILDING OPERATIONS	\$1,413,530	\$700,482	\$688,944	\$11,538	1.6%	\$681,017
MARKETING AND PROMOTION	\$1,330,500	\$640,932	\$628,338	\$12,594	2.0%	\$649,144
ADMINISTRATION-CEO/BOARD	\$292,380	\$145,422	\$144,244	\$1,178	0.8%	\$172,629
PROFESSIONAL FEES	\$37,420	\$18,714	\$18,231	\$483	2.6%	\$11,406
FINANCE AND ADMINISTRATION	\$686,930	\$342,425	\$332,581	\$9,844	2.9%	\$336,138
BOX OFFICE	\$403,100	\$204,596	\$179,044	\$25,552	12.5%	\$220,076
INSURANCE	\$124,800	\$62,406	\$61,965	\$441	0.7%	\$68,759
PROVISION FOR CAPITAL REPLACEMENT	\$79,210	\$79,210	\$79,210	\$0	0.0%	\$43,600
TOTAL EXPENDITURES	\$9,105,590	\$4,659,845	\$4,327,143	\$332,702	7.1%	\$4,633,500
EXCESS OF EXPENDITURE OVER						
REVENUE FROM OPERATIONS	\$2,503,740	\$1,038,713	\$1,079,981	(\$41,268)	-4.0%	\$989,146
CONTRIBUTION FROM THE CITY	\$2,503,740	\$1,038,713	\$1,038,713	\$0	0.0%	\$1,024,396
UNDER EXPENDED MUNICIPAL CONTRIBUTION	\$0	\$0	(\$41,268)	(\$41,268)	0.0%	\$35,249

NOTE: It is the policy of the City of Hamilton not to charge its departments and its related boards and commissions utility and related overhead charges. Accordingly these financial statements do not reflect the above costs.

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HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

MEETING OF THE BOARD OF DIRECTORS

Friday, August 26, 1994

8:00 a.m.

Hamilton Convention Centre, Room 314

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A. Operations Committee Seventh Report

Attachment A

INFORMATION ITEMS

2. Correspondence

Attachment 2

3. Minutes of Regular Meeting Held July 22, 1994

Attachment 3

3.1 Errors or Omissions

3.2 Motion for Approval

4. Business Arising From the Minutes

4.1 Financial Results for the Period Ended
July 31, 1994

Attachment 4.1

4.2 HP: Sound System/IMMAD Broadcast Services
(Mr. P. Barkwell, City Law Department, to provide Report at Meeting)

5. Private and Confidential

5.1 Contractual Matters

6. New Business

7. Other Business

8. Date of Next Meeting:

Friday, September 23, 1994

8:00 A.M.

Hamilton Convention Centre, Room 314

9. Adjournment

OUTSTANDING BUSINESS

Nil

August 11, 1994

Patricia Bennett

Secretary to the Board of Directors

A

OPERATIONS COMMITTEE SEVENTH REPORT

The Operations Committee presents its **SEVENTH** report from its meeting held August 17, 1994 and respectfully requests approval of the following:

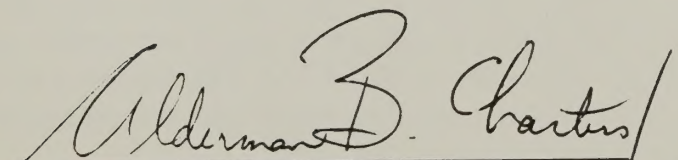
1. CC: 1996 World Curling Championships:
Creation of Designated Smoking Area

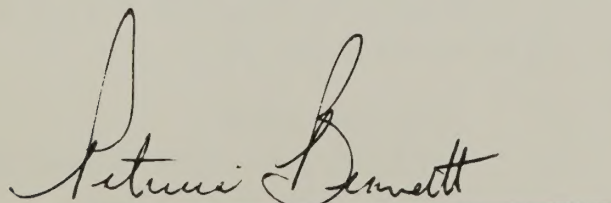
THAT THE REQUEST MADE BY THE HAMILTON 1996 WORLD CURLING CHAMPIONSHIPS ORGANIZING COMMITTEE TO CREATE A DESIGNATED PUBLIC SMOKING AREA FOR THEIR EVENT WITHIN A PORTION OF THE RINK LEVEL LICENCED LOUNGE, BE APPROVED.

2. HP: Replacement of Acoustic Banner System:
Release of Holdback

THAT THE HOLDBACK MONIES RETAINED BY THE CORPORATION OF THE CITY OF HAMILTON, TREASURY DEPARTMENT, IN THE TOTAL AMOUNT OF \$30,886.83 BE RELEASED TO THE CONTRACTOR, NAMELY JOEL THEATRICAL RIGGING CONTRACTORS (1980) LTD.

Respectfully submitted,


Alderman B. Charters, Vice-Chair *pb*


Patricia Bennett, Secretary

JUL 28 1994



City of
HAMILTON

INTERNATIONAL CHILDREN'S GAMES

71 Main Street West, Hamilton, Ontario, L8N 3T4
Telephone (905) 546-4602 / Fax (905) 546-2338

July 21, 1994

H.E.C.F.I.
Mr. Gabe Macaluso
C.E.O.
101 York Blvd.
Hamilton, ON L8R 3L4

Dear Gabe,

On behalf of the International Children's Games, we would like to take this opportunity to say a sincere "Thank You" for your support of the 1994 International Children's Games.

All reports indicate that the Games were extremely successful, which can be directly accredited to your generous support. We are very thankful to you for allowing our staff to use the office in Copps Coliseum, it played a vital role in organizing the Games.

Once again, thank you so much for your valued support. We hope you enjoyed your involvement and the benefits as greatly as we did.

Yours in Sport,

Tony Verrelli
Games Coordinator





AUG 3 1994

Canadians Against Violence
Everywhere Advocating its Termination

July 24, 1994

Gabe Macaluso
H.E.C.F.I.
101 York Blvd
Hamilton, Ontario
L8R 3L4

Dear Gabe,

It is hard to believe another "Celebrity Slo-Pitch Classic" has taken place and I would definitely be amiss not to express my thanks for all your expertise and advice. Your efforts are greatly appreciated.

We, at CAVEAT rely on fund raisers such as this one to keep our organization solvent and without the help of people such as you our days would be numbered.

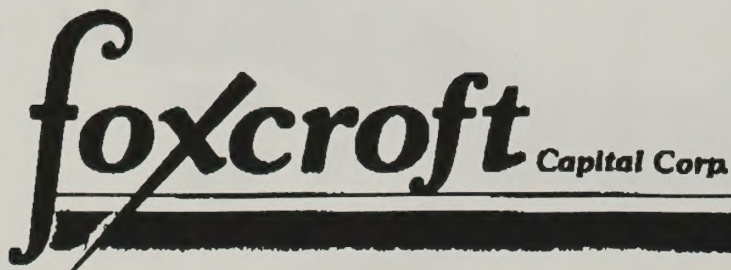
As you know we are very interested in educating our young about the effects of violence on society and the "Youth Challenge" in the fall will help us achieve our goals. The money from the slo-pitch will help fund that endeavour.

Gabe, thank you once again for your continuous support.

Sincerely,

Priscilla de Vries
Priscilla





RON FOXCROFT
20 Warrington Street
Hamilton, Ontario
Canada L8E 3V1

TEL: (905) 578-0375 FAX: (905) 578-0346

August 11, 1994

**MEMO TO: HECFI BOARD OF DIRECTORS
C/O MR. GABE MACALUSO, MANAGING DIRECTOR/C.E.O.**

FAX #: 527-6856

**FROM: RON FOXCROFT, CHAIRMAN
DON BOWMAN, VICE-PRESIDENT OF OPERATIONS AND EVENT
CO-ORDINATOR
HAMILTON ORGANIZING COMMITTEE
1994 WORLD CHAMPIONSHIP OF BASKETBALL**

Dear Mr. Macaluso,

You are no doubt aware of the incidents that occurred following the Greece vs China basketball game last night (August 10th) at Copps Coliseum.

A couple of senseless, irresponsible fans tossed two fire torches onto the floor and created a frenzy amongst the already excited Greek fans. During a ten minute moment, the possibility of a potential violent crowd outburst existed. The purpose of this letter is to commend two Copps Coliseum employees for their extraordinary efforts in restoring order during this time frame. Security employee **NORM PROULX**, using exceptional quick judgement, immediately escorted the two referees to safety. He then returned to the floor to intercept a rowdy fan who was completely out of control and storming the floor. Mr. Proulx arm locked this person, escorted him to a holding area under the stands and turned him over to the police. He did all this, we might add, with great danger to his own person. His actions sent an immediate message to every fan which was "**DO NOT STORM ONTO THIS FLOOR AND EXPECT TO GET AWAY WITH IT.**" The frenzy was diffused within seconds. In addition, Dave Kelly's usual planning, experience and general presence on the floor served to restore a calming influence into this volatile situation.

On behalf of the Hamilton Organizing Committee, **MR. NORM PROULX** and **MR. DAVID KELLY** are commended for efforts over and beyond their normal course of duty.

**RON FOXCROFT
CHAIRMAN**

**DON BOWMAN
VICE-PRESIDENT OF OPERATIONS AND
EVENT CO-ORDINATOR**

cc Mr. Brian Cooper, Toronto Vice-President and Media Spokesperson - 1994 World Championship of Basketball
cc Mr. John I. Bitove, Vice-Chairman - 1994 World Championship of Basketball
cc Mr. Jamie Burns, President - 1994 World Championship of Basketball
cc Mayor Robert Morrow, Mayor of Hamilton, Ontario
cc Mr. Gord Vignault - Security/Communications, Hamilton Organizing Committee - 1994 World Championship of Basketball

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Friday, July 22, 1994
8:00 a.m.**

Hamilton Convention Centre, Room 314

MINUTES

PRESENT: Mr. W. Tidball, Chairman
Alderman T. Anderson, First Vice Chairman
Mr. C. Nolan, Second Vice Chairman
Alderman F. Eisenberger
Alderman B. Charters
Mr. M. Ryder
Mr. A. DiIanni
Mr. J. Kujavsky
Mrs. J. Isbester
Mr. F. Deys

ALSO PRESENT: Mr. G. Macaluso
Mr. B. Snetsinger
Mr. B. Calder
Mr. R. DiFilippo
Mr. R. Sabo, Law Department
Mr. J. Avery, Purchasing Department

REGRETS: Mayor R. Morrow
Alderman H. Merling
Mrs. M. Dow
Mr. G. Kay

1. Chairman's Remarks

The Chairman called the meeting to order at 8:15 a.m. with a special welcome to Tory Charters.

A. Operations Committee Sixth Report

MOVED by Alderman Anderson, seconded by Mrs. Isbester that

**THE OPERATIONS COMMITTEE SIXTH REPORT BE APPROVED
AND THE FOLLOWING RECOMMENDATION ENDORSED:**

**H.E.C.F.I. RETAIN NEON PRODUCTS LTD. (THE LOWEST OF
THREE PROPOSALS) TO RETROFIT THE HAMILTON PLACE
EXTERIOR PYLON SIGN AT A COST NOT TO EXCEED \$182,132.
INCLUSIVE OF \$164,132. REPRESENTING RETROFIT COSTS, \$12,000.
REPRESENTING COSTS FOR A POWER UPGRADE, AND A \$6,000.
CONTINGENCY; and**

**THE PROJECT BE FUNDED FROM CAPITAL ACCOUNT NO. CF
5200 929441030; and**

**THAT MARKETING AND SALES STAFF BE RESPONSIBLE FOR
THE SALE OF ADVERTISING ON THE PYLON SIGN AT A
MINIMUM RETURN OF \$50,000. PER ANNUM; and**

**THAT A PROGRESS/EVALUATION REPORT BE SUBMITTED
MONTHLY TO ALL STANDING COMMITTEES OF THE BOARD.**

MOTION CARRIED.

During discussion the CEO requested that should any of the Board Members feel there is sensitivity existing with certain advertisers using the Hamilton Place Pylon, that he be so informed as soon as possible.

B. Finance and Administration Committee Third Report

MOVED by Mr. Ryder, seconded by Mr. Nolan that

THE FINANCE AND ADMINISTRATION COMMITTEE THIRD REPORT BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

THE BOARD OF DIRECTORS APPROVE THE FOLLOWING CAPITAL PROJECT ACCOUNTS BE CLOSED, WITH \$130,448.68 OF THE EXCESS FINANCING RETURNED TO THE HECFI RESERVE ACCOUNT FOR CAPITAL PROJECTS AND \$10,000 RETURNED TO THE HAMILTON PLACE CAPITAL IMPROVEMENT FUND WHICH WERE THE ORIGINAL SOURCES OF FUNDING; and

THAT THE FORGOING BE FORWARDED TO THE CITY FINANCE AND ADMINISTRATION COMMITTEE FOR INFORMATION.

Capital Centre Number	Project Description	Authorized Gross Amount	Expended/ Committed To Date	Balance Available
CF 929151017	Convention Centre; Equipment and Renovations	\$ 10,000.00	\$ 9,800.00	\$ 200.00
CF 928941001	Hamilton Place; Great Hall Banners	130,000.00	129,999.40	0.60
CF 929151022	Hamilton Place; Various Equipment and Renovations	\$ 65,000.00	\$ 64,993.35	\$ 6.65
CF 929051002	Copps Coliseum; New Equipment and Renovations	50,000.00	49,819.40	180.60
CF 929151015	Copps Coliseum; Revisions, Replacements - Building and Equipment	75,000.00	74,939.17	60.83
CF 929441032	Copps Coliseum; Cash Management System	130,000.00	0.00	130,000.00
Total of Projects Funded from the HECFI Reserve for Capital Projects				\$130,448.68
Project Funded from the Hamilton Place Capital Improvement Fund				
CF 929041011	Hamilton Place; Great Hall Banners	\$182,019.00	\$172,019.00	\$ 10,000.00

MOTION CARRIED.

MOVED by Mrs. Isbester, seconded by Alderman Anderson that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 8:30 A.M.

MOTION CARRIED.

MOVED by Mr. Ryder, seconded by Mrs. Isbester that

THE IN-CAMERA SESSION BE ADJOURNED AT 8:31 A.M.

MOTION CARRIED.

The following motion was

MOVED by Mr. Ryder, seconded by Mrs. Isbester:

THE MEMORANDUM OF AGREEMENT DATED JUNE 28, 1994 BETWEEN H.E.C.F.I. AND THE INTERNATIONAL ALLIANCE OF THEATRICAL STAGE EMPLOYEES AND MOVING PICTURE MACHINE OPERATORS OF THE UNITED STATES AND CANADA, LOCAL B-173 FOR THE TERM JANUARY 1, 1994 TO DECEMBER 31, 1995 BE ENDORSED AND FORWARDED TO THE FULL BOARD FOR APPROVAL SUBJECT TO THE UNION'S ACCEPTANCE.

MOTION CARRIED.

2. Correspondence

MOVED by Mr. DiIanni, seconded by Mr. Deys that

CORRESPONDENCE INCLUDED IN THE AGENDA AS ATTACHMENT 2 BE RECEIVED.

MOTION CARRIED.

3. Minutes of Regular Meeting Held June 24, 1994

It was noted that the "headers" on pages 2 through 7 were incorrectly dated.

MOVED by Mr. Ryder, seconded by Mrs. Dow that

THE MINUTES OF THE JUNE 24, 1994 REGULAR MEETING BE APPROVED AS AMENDED.

MOTION CARRIED.

4. Business Arising From the Minutes

4.1 Financial Results for the Period Ended June 30, 1994

MOVED by Mr. Kujavsky, seconded by Mr. Ryder that

THE FINANCIAL SUMMARY FOR THE SIX MONTH PERIOD ENDED JUNE 30, 1994 BE RECEIVED.

MOTION CARRIED.

4.2 Hamilton Place Sound System

The Director of Operations and Events Delivery advised the Board that at the July 13th meeting of the Operations Committee a facsimile transmission had been received (just prior to the meeting) from Azcar Technologies Inc. advising that the company will not undertake the completion of the sound replacement project (section 17150) which it had submitted a bid to complete and which had subsequently been accepted by H.E.C.F.I. On July 15th the City's Law Department forwarded correspondence (via fax and mail) to IMMAD stating that the company's tender was irrevocable for a term of ninety calendar days from tender closing and that the City's notification of acceptance was forwarded within the 90 day period specified; further, that if H.E.C.F.I. did not receive acknowledgement by IMMAD that it will proceed with its contract by July 20th, H.E.C.F.I. will proceed to award the contract to the next highest bidder and initiate an action against

IMMAD for the difference in prices between IMMAD and the next highest bidder (approximately \$25,000.). Subsequent to this IMMAD's legal counsel contacted the City's Law Department and conveyed that IMMAD has submitted an inaccurate (low) bid proposal and that the company was proposing that it be given the opportunity to renegotiate the bid.

The Director of Operations and Events Delivery outlined the four options available to the Board for its consideration:

- (i) to award the work to the next lowest bidder, Westbury National Show, for its tendered amount of \$70,645.;
- (ii) to retender this component of the project;
- (iii) to renegotiate the bid proposal submitted by IMMAD;
- (iv) to delay this section of the overall project until 1995.

During review of the options, the Director of Operations and Events Delivery stated he did not favour delaying the project to 1995; that the next lowest bid at \$70,645. was within the overall budget; that delaying the work would result in costly equipment rental; retendering the project would result in a minimum of a two to three week delay which would consequently interfere with events scheduled during September at Hamilton Place (contractors have advised that delivery of equipment is anticipated at from four to six weeks); should the Board agree to option number (i), Westbury National Show currently has insurance in place and work could begin immediately.

Mr. Avery of the City's Purchasing Department stated that normal practice would be to move to the next lowest bidder. Mr. Nolan advised that Construction Association guidelines dictate that the next lowest bid is accepted when such a bid reflects not more than a 10 to 15% increase in total costs over a questionable or problematic bid; that when the next lowest bid represents more than a 15% increase in total costs then the project is retendered.

Concern was expressed regarding the analysis which was conducted by staff of the bids which were received; i.e. IMMAD's bid may have been identified as problematic had management analysed the proposal and compared it to other bid proposals. The CEO advised that it is not normal practice to analyse bids; as well, in this case possible problems would have been difficult to identify as proponents submitted lump sum costs and did not segregate component prices. As well, H.E.C.F.I. has been advised that City practice is such that any bidder must not be contacted to discuss its proposal even if a mistake is suspected.

It was clarified that when a proponent withdraws its bid under circumstances such as with IMMAD, the City's practice is to delete that company's name from the City's bidder's list for a two year period.

A recommendation moved by Alderman Anderson and seconded by Alderman Charters to retender the project immediately was defeated, Mrs. Isbester, Mrs. Dow, Messrs. Tidball, Ryder, DiIanni, Kujavsky, Deys and Alderman Eisenberger voted against the motion.

MOVED by Mr. Nolan, seconded by Mr. Kujavsky that

THAT IN RESPECT OF SECTION 17150 OF THE HAMILTON PLACE SOUND REINFORCEMENT SYSTEM REFURBISHMENT AND REPLACEMENT PROJECT, IMMAD BROADCAST SERVICES BE DIRECTED TO CARRY OUT THE WORK IN ACCORDANCE WITH ITS ORIGINAL TENDER; and

THAT IMMAD BROADCAST SERVICES ADVISE H.E.C.F.I. ON OR BEFORE 5:00 P.M., MONDAY, JULY 25, 1994 OF ITS INTENT; and

THAT IN THE EVENT IMMAD BROADCAST SERVICES ADVISES THAT IT CANNOT OR WILL NOT PERFORM THE WORK AS TENDERED, H.E.C.F.I. MANAGEMENT PROVIDE WRITTEN CONFIRMATION OF SUCH REFUSAL; and

THAT SUBJECT TO THE FOREGOING, MANAGEMENT BE AUTHORIZED TO AWARD THE CONTRACT TO WESTBURY NATIONAL SHOW, THE NEXT LOWEST BIDDER, FOR ITS TENDERED AMOUNT OF \$70,645.00; and

THAT MANAGEMENT PRESENT A REPORT TO THE NEXT FULL MEETING OF THE BOARD OUTLINING THE FEASIBILITY AND RECOMMENDED COURSE OF ACTION RESPECTING RECOVERY OF COSTS FROM IMMAD BROADCAST SERVICES.

MOTION CARRIED. Alderman Anderson and Charters opposed the motion.

5. Private and Confidential

Nil

6. New Business

Nil

7. Other Business

Nil

8. Date of Next Meeting

Friday, August 26, 1994

8:00 a.m.

Hamilton Convention Centre, Room 314

9. Adjournment

The meeting adjourned at 8:40 a.m.

TAKEN AS READ AND APPROVED

William Tidball, Chairman

Patricia Bennett, Secretary



Hamilton
Entertainment
and Convention
Facilities Inc.

4.1

Financial Summary
For The Seven Month Period Ended July 31, 1994

Actual Results For The Seven Month Period Ended <u>June 31, 1993</u>		(1) <u>Budget</u>	(2) <u>Actual</u>	(3) Favourable < Unfavourable > <u>Budget Variance</u>
\$3,878,680	Revenue	\$3,768,755	\$3,367,829	\$ < 400,926 >
<u>5,226,115</u>	Expenditures	<u>5,175,487</u>	<u>4,821,379</u>	<u>354,108</u>
	Excess of Expenditures Over Revenue From Operations			
<u>\$1,347,435</u>		<u>\$1,406,732</u>	<u>\$1,453,550</u>	<u>\$ < 46,818 ></u>

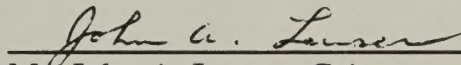
Comments:

HECFI's municipal contribution was over-expended by \$46,818 (see row 3, column 3 above) for the seven month period ended July 31, 1994. This represents an increase of \$5,550 in the over-expended amount reported to you last month for the six month period ended June 30, 1994.

The \$5,550 increase in the over-expended municipal contribution for the month of July arose due primarily to revenue budget shortfalls at the Hamilton Convention Centre.

The \$46,818 over-expended municipal contribution for the seven month period ended June 30, 1994 arose primarily from a revenue budget shortfall of \$400,926 which occurred largely at the Hamilton Convention Centre and Copps Coliseum. In response to this situation, management has implemented selected spending freezes.

Please note that it is the policy of the City of Hamilton not to charge its departments and its related boards and commissions with their interest and debenture costs nor with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.


Mr. John A. Leuser, C.A.
Director of Finance and Administration

1994 August 15

*Copps
Coliseum*

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.
CONSOLIDATED STATEMENT OF REVENUE AND EXPENDITURE

	Annual 1994 Budget	Budgeted Operating Results For The Seven Month Period Ended July 31, 1994	Actual Operating Results For The Seven Month Period Ended July 31, 1994	Favourable/ (Unfavourable) Budget Variance Amount	%	Actual Operating Results For The Seven Month Period Ended July 31, 1993
	(1)	(2)	(3)	(4)	(5)	(6)
REVENUE						
RENTAL, LICENCE FEES AND SHOW REVENUE	\$1,424,440	\$978,645	\$923,932	(\$54,713)	-5.6%	\$1,063,047
OTHER RENTALS	\$386,450	\$224,896	\$198,454	(\$26,442)	-11.8%	\$225,859
FOOD, BEVERAGE AND CONCESSIONS	\$2,355,180	\$1,296,040	\$952,615	(\$343,425)	-26.5%	\$1,130,878
RECOVERIES	\$1,730,520	\$875,760	\$920,908	\$45,148	5.2%	\$1,025,145
BOX OFFICE	\$435,160	\$238,515	\$226,319	(\$12,196)	-5.1%	\$265,688
OTHER	\$270,100	\$154,899	\$145,601	(\$9,298)	-6.0%	\$168,063
TOTAL REVENUE	\$6,601,850	\$3,768,755	\$3,367,829	(\$400,926)	-10.6%	\$3,878,680
EXPENDITURES						
OPERATIONS-ADMINISTRATION	\$344,870	\$200,112	\$193,321	\$6,791	3.4%	\$167,472
FOOD AND BEVERAGE	\$2,151,580	\$1,210,356	\$999,015	\$211,341	17.5%	\$1,159,476
EVENTS DELIVERY	\$2,241,270	\$1,265,344	\$1,204,285	\$61,059	4.8%	\$1,388,136
BUILDING OPERATIONS	\$1,413,530	\$808,598	\$791,591	\$17,007	2.1%	\$787,967
MARKETING AND PROMOTION	\$1,330,500	\$721,522	\$699,948	\$21,574	3.0%	\$749,733
ADMINISTRATION-CEO/BOARD	\$292,380	\$169,294	\$167,879	\$1,415	0.8%	\$197,562
PROFESSIONAL FEES	\$37,420	\$21,833	\$21,389	\$444	2.0%	\$12,448
FINANCE AND ADMINISTRATION	\$686,930	\$398,144	\$387,504	\$10,640	2.7%	\$392,685
BOX OFFICE	\$403,100	\$228,267	\$204,945	\$23,322	10.2%	\$246,003
INSURANCE	\$124,800	\$72,807	\$72,292	\$515	0.7%	\$81,033
PROVISION FOR CAPITAL REPLACEMENT	\$79,210	\$79,210	\$79,210	\$0	0.0%	\$43,600
TOTAL EXPENDITURES	\$9,105,590	\$5,175,487	\$4,821,379	\$354,108	6.8%	\$5,226,115
EXCESS OF EXPENDITURE OVER REVENUE FROM OPERATIONS	\$2,503,740	\$1,406,732	\$1,453,550	(\$46,818)	-3.3%	\$1,347,435
CONTRIBUTION FROM THE CITY	\$2,503,740	\$1,406,732	\$1,406,732	\$0	0.0%	\$1,393,378
UNDER EXPENDED MUNICIPAL CONTRIBUTION	\$0	\$0	(\$46,818)	(\$46,818)	0.0%	\$45,943

NOTE: It is the policy of the City of Hamilton not to charge its departments and its related boards and commissions utility and related overhead charges. Accordingly these financial statements do not reflect the above costs.

CAY ON HBL V89

A35

1994

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

MEETING OF THE BOARD OF DIRECTORS

URBAN MUNICIPAL

Friday, September 23, 1994

8:00 a.m.

Hamilton Convention Centre, Room 314

SEP 21 1994

ORDER OF BUSINESS

GOVERNMENT DOCUMENTS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A. Operations Committee Eighth Report

Attachment A

INFORMATION ITEMS

2. Correspondence

Attachment 2

3. Minutes of Regular Meeting Held August 26, 1994

Attachment 3

3.1 Errors or Omissions

3.2 Motion for Approval

4. Business Arising From the Minutes

4.1 Financial Results for the Period Ended
August 31, 1994

Attachment 4.1

4.2 HP: Sound System/IMMAD Broadcast Services
Purchasing Department

To Be Circulated at Meeting

5. Private and Confidential

5.1 Contractual Matters

6. New Business

7. Other Business

8. Date of Next Meeting:

Friday, October 28, 1994

8:00 A.M.

Hamilton Place - Meeting Room #1

9. Adjournment

OUTSTANDING BUSINESS

Nil

September 19, 1994

Patricia Bennett

Secretary to the Board of Directors

A

OPERATIONS COMMITTEE EIGHTH REPORT

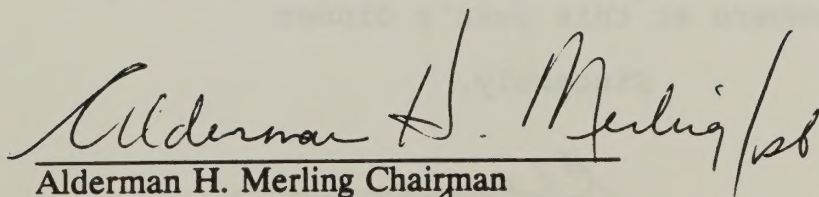
The Operations Committee presents its **EIGHTH** report from its meeting held September 14, 1994 and respectfully requests approval of the following:

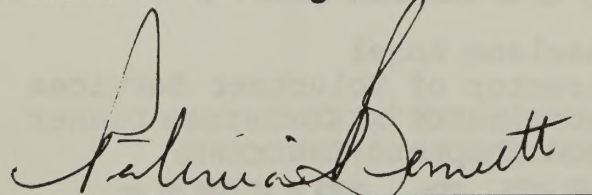
1. CC: Price Adjustments to Concession Beverage Items

THE FOLLOWING PRICE ADJUSTMENTS TO CONCESSION BEVERAGE ITEMS BE APPROVED AND IMPLEMENTED IMMEDIATELY:

- A) **COFFEE (12 OUNCE CUP) FROM \$1.00 TO \$1.25 INCLUDING ALL TAXES;**
- B) **DRAFT BEER FROM \$3.30 FOR A 12 OUNCE CUP TO \$3.75 FOR A 14 OUNCE CUP INCLUDING ALL TAXES.**

Respectfully submitted,


Alderman H. Merling Chairman


Patricia Bennett, Secretary



Good Shepherd Centres

Mending hope, lives and families
~ Charity Unlimited ~

CE-1000

September 14, 1994

Pat Bennett
Legislative Assistant
101 York Blvd.
Hamilton, ON
L8R 3L4

Dear Pat:

Once again, through the goodwill and support of the Hamilton Entertainment and Convention Facilities Inc. (H.E.C.F.I.) board, Good Shepherd Centres will stage their annual Christmas Dinner in the Hamilton Convention Centre. This year's event is scheduled for Sunday, December 18, 1994 at 3 p.m. in the Chedoke Room. We would like members of the HECFI Board to attend and assist our many volunteers in serving dinner to our special guests -- we estimate that we will serve 1,500 this year. Within the next few weeks, we will send a personal invitation to each board member (whose name appears on the list you faxed to me on the 13th) outlining how they can become involved in this dinner and details regarding arrival times and orientation expectations.

Perhaps you could mention the dinner to your board at your upcoming September meeting. This will give the members additional time to consider whether they can be available to attend. Please extend our sincere appreciation to the board for their commitment to the needy of our community expressed in their ongoing support of this annual event. Hopefully, Pat, we will see you and your board members at this year's dinner.

Sincerely,

Charlene Kocel
Director of Volunteer Services
Coordinator of Christmas Dinner
Good Shepherd Centres

Men's Centre
135 Mary Street
P.O. Box 1003
Hamilton, Ontario L8N 3R1
(905) 528-9109

Women's Centre
Martha House
20 Emerald Street South
Hamilton, Ontario L8N 2V2
(905) 523-8895

Family Services
36 Parkdale Avenue North
Hamilton, Ontario L8H 5W8
(905) 549-1155

Youth Centre
Brennan House
614 King Street East
Hamilton, Ontario L8N 1E2
(905) 577-1166

Hamilton Civic Hospitals Foundation

237 Barton Street East
Hamilton, Ontario L8L 2X2
Tel. (905) 522-3863
Fax (905) 577-8025

Monday, September 12, 1994

Hamilton Entertainment & Convention Facilities Inc.
1 Summers Lane
Hamilton, Ontario
L8P 4Y2

Attention: Mr. Gabe Macaluso

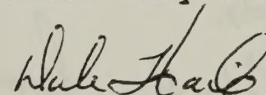
As you are aware our "Second Cup Open Heart Open Golf Tournament" was held on Wednesday, August 24th at the Sundrim Golf Course.

Again this season the tournament was a huge success and helped us raise in excess of \$17500.00 for the cardiovascular expansion program at the Hamilton Civic Hospitals.

Your support helped make this tournament successful and allowed us the opportunity to raise these funds. I have enclosed a program which was given to all participants upon registration and recognizes your contribution and support.

On behalf of the organizing committee please accept our sincere "THANKS" for your support - you are a prime reason for the success we enjoy!

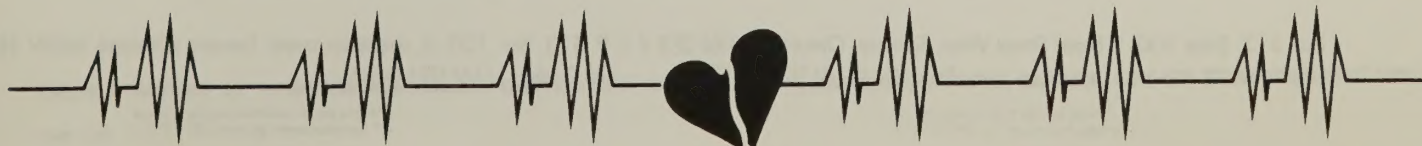
Yours very truly,



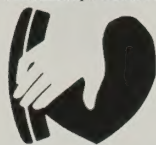
Dale Hails
Chairman

Support the Cardiovascular Expansion Program
at Hamilton Civic Hospitals/Hamilton General Division, and...

MEND A BROKEN HEART



KIDS HELP PHONE
JEUNESSE, J'ÉCOUTE



1-800-668-6868

Charitable Registration
No. 982-60359

N. d'enregistrement de
charité 982-60359

September 10, 1994

Mr. Gabe Macaluso
Copps Coliseum
Hamilton, ON

Dear Mr. Macaluso,

On behalf of Kids Help Phone, I would like to thank you for your support of the *Morgan Firestone Golf Classic*. The Tournament was a tremendous success raising over \$15,000.00 for Kids Help Phone! Let me take this opportunity to thank you personally for offering your services as Master of Ceremonies for the Dinner/Auction and for your generous donation of auction items.

**FOUNDING SPONSORS/
COMMANDITAIRES
FONDATEURS**

- Ault Foods Limited/
Les Aliments Ault Limitée
- Bank of Montreal/
Banque de Montréal
- Bell Canada
- Nestlé Canada Inc.

**OFFICIAL SPONSORS/
COMMANDITAIRES
OFFICIELS**

- G.I.F...T
- Kmart Canada Limited/
Kmart Canada Limitée

**Major Patrons/
Principaux bienfaiteurs**

- Canadian 5 Pin
Bowlers' Association
- Wallace & Carey Ltd.
- Wood Gundy Inc.

Patrons/Bienfaiteurs

- AGT
- Cornerstone 52 Foundation
- Dairyworld Foods
- Farm Business Consultants
- The Wild Rose Foundation

**Media Supporters/
Médias**

- CTV
- MuchMusic
- YTV

Kids Help Phone is Canada's only national, bilingual, toll-free telephone counselling service for children and teens. Staffed by professionals and operating 24 hours a day, Kids Help Phone hears from lonely and frightened children, many of whose lives reflect scenarios of violence and child abuse. Kids Help Phone empowers young people by listening to their concerns and providing appropriate guidance, information, and resources for them.

In only five years of operation, Kids Help Phone, along with the support of high profile sponsors, has managed to get our message out to approximately 70% of Canada's kids. Our greater challenge now lies in increasing our ability to respond to the calls we receive daily. Although we talk to over 1000 kids each day, almost 2000 more children call only to be met with a busy signal. It is only through the generosity of individuals that we will be able to answer more calls of children from communities across Canada.

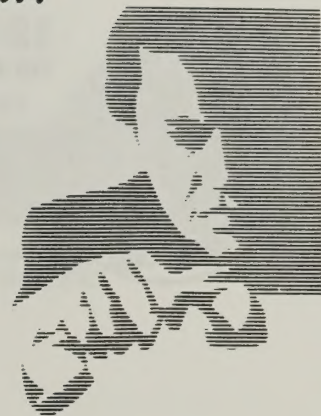
Thank you again for your personal support and for your corporate participation in the *Morgan Firestone Golf Classic in support of Kids Help Phone*. We hope that you enjoyed being a part of our inaugural fundraising event in Hamilton.

Sincerely,

Heather Sproule
National Executive Director
Kids Help Phone

SEP 7 1994

CRIME
STOPPERS



August 29, 1994

Mr. Gabe Macaluso
Managing Director/CEO
H.E.C.F.I.
Hamilton, Ontario
L8R3C4

Dear Gabe:

I am writing to sincerely thank you and Hamilton Entertainment and Convention Facilities Inc. for your kind support of the First Annual Crime Stoppers of Hamilton-Wentworth Charity Golf Tournament.

We hope to contribute approximately \$5,000.00 to our budget thru this tournament and with the assistance of people like you in the Greater Hamilton area, we think that our goal is now going to be surpassed. Crime Stoppers, as you know, is a community based non-profit organization and your support will contribute to the prevention of crime and the further development of the programme in Hamilton-Wentworth.

Once again, thank you for your generosity.

Yours truly,

Phil Winer
Chair, Golf Committee



1994 WORLD CHAMPIONSHIP OF BASKETBALL

130 Adelaide Street West, Suite 1050 • Toronto, Ontario M5H 3P5 • Tel: 416-368-8905 • Fax: 416-368-6122

AUG 29 1994

August 23, 1994

Gabe Macaluso
Copp's Coliseum
101 York Blvd.
Hamilton, Ontario L8R 3L4

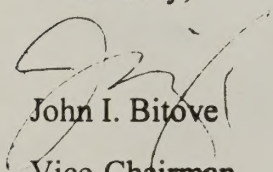
Dear Gabe:

On behalf of the LOC at the 1994 World Championship of Basketball, I would like to extend a sincere thank-you for your support and co-operation throughout the entire event.

It was a Championship which exceeded all past Championships, raising the level of excitement, awareness and overall profile of the sport of basketball. Some of the significant milestones achieved are; over 330 000 people attended tournament games, a new FIBA record, over 16 of 64 games on television in Canada and a worldwide audience of over 1.5 billion people. Our auxiliary events like the NBA Jam Session and World 3 on 3 festival were a tremendous success and it looks like basketball is off to a flying start in Canada.

Thanks again for helping to make the 1994 World Championships a huge success.

Yours truly,


John I. Bitove
Vice-Chairman

JIB/jp

You guys were great!



City of
HAMILTON

G. Baker
Chief
Hamilton Fire Department

55 King William Street, Hamilton, Ontario, L8R 1A2
Tel. (905) 546-3341 / Fax (905) 546-3344

1994 August 12

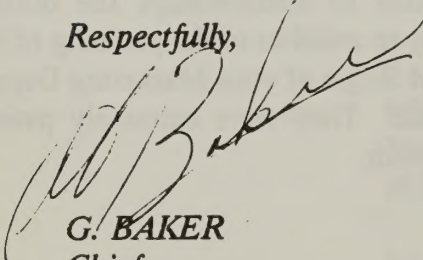
H.E.C.F.I.
101 York Blvd.
Hamilton, Ontario
L8R 3L4

Attn: Mr. Gabe Macaluso, Managing Director/CEO

Dear Mr. Macaluso:

As host of the 86th Annual Canadian Association of Fire Chiefs Conference it gives me great pleasure, on behalf of the Hamilton Fire Department, to extend to you this letter of thanks in assisting in making our Conference a success.

Respectfully,


G. BAKER
Chief



SEP 7 1994



HONORARY PATRONS

Dr. Geraldine Kenney-Wallace
President, McMaster University

Dr. John Polanyi
Nobel Laureate, Chemistry
Professor, University of Toronto

Reginald Whynott, Chairman
Regional Municipality of
Hamilton/Wentworth

Mayor Robert Morrow
City of Hamilton

Gordon Bullock
Publisher, The Spectator

Dr. Stuart Smith, President
RockCliffe Research
and Technology inc.

Dr. Keith McIntyre, President
Mohawk College

Stephen Lewis
Former Canadian Ambassador
to the United Nations

Honourable Lincoln Alexander
P.C., C.C., O. Ont., Q.C.
Former Lieutenant Governor
of Ontario

John Mayberry
President and CEO
Dofasco Inc.

Dr. Terrence White
President, Brock University

BOARD OF DIRECTORS

Ed Domenichetti
Chairman

Patrick Chetcuti LL.B.
Legal Counsel

Joseph Smith
Secretary

September 1st, 1994.

Mr. Barry Snetsinger,
Director of Marketing and Sales,
Hamilton Entertainment and Convention Facilities, Inc.,
1 Summers Lane,
Hamilton, Ontario. L8P 4Y2

Dear Mr. Snetsinger:

I am writing this letter to you on behalf of Ed Domenichetti, Chairman of I.S.E.F.(Hamilton)1995, and our entire organizing committee, to commend you on your H.E.C.F.I personnel.

On June 23rd and 24th of this year, we had occasion to rent the Hamilton Place Boardroom as hosts for the 'site visit' from members of Science Service, Inc., our Washington D.C. parent organization. During that time we were dependent upon your staff to conduct tours through the H.E.C.F.I. facilities, to hire your catering department, and as a last minute necessity, utilize the services of your Hamilton Place office personnel.

We would, therefore, like to take this opportunity to acknowledge the outstanding courtesy and helpfulness of everyone in your employ to assist us in the planning of this site visit and, in particular, to sincerely thank Ms. Cheryl Bogie of your Marketing Department and Mr. Vince Guglielmo of the Sales Department. They were extremely patient and courteous at all times and were a pleasure to work with.

cont'd....

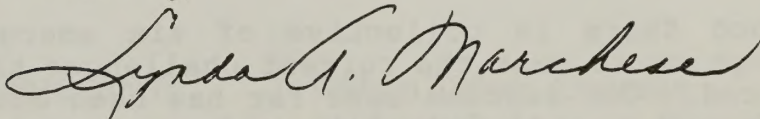
The Wings of Discovery

..... cont'd

Page Two

As the date of our event rapidly approaches we look forward to working with your staff during the coming year, and are confident that our international visitors will be impressed with our facilities and personnel alike -- in representing all of us, we have a sense of pride!

Sincerely,



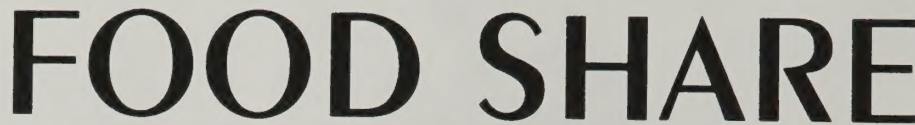
Lynda A. Marchese, Secretary,
International Science and Engineering Fair (Hamilton) 1995.

/lam

cc: **Mr. Gabe Macaluso,**
Managing Director/C.E.O.,
H.E.C.F.I.

Mr. Vince Guglielmo, Sales Dept.,
H.E.C.F.I.

Ms. Cheryl Bogie, Marketing Dept.,
H.E.C.F.I.



Good Shepherd Centres • Mission Services of Hamilton • Neighbour to Neighbour • St. Matthew's House • The Salvation Army • Wesley Urban Ministries

3

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

Friday, August 26, 1994

8:00 a.m.

Hamilton Convention Centre, Room 314

MINUTES

PRESENT:

William Tidball, Chairman
Alderman T. Anderson, First Vice-Chairman
Mr. C. Nolan, Second Vice-Chairman
Alderman H. Merling
Alderman F. Eisenberger
Mrs. M. Dow
Mrs. J. Isbester
Mr. M. Ryder
Mr. A. DiIanni
Mr. J. Kujavsky
Mr. G. Kay

ALSO PRESENT:

Mr. G. Macaluso
Mr. B. Calder
Mr. R. DiFilippo
Mr. S. Farrauto

GUEST:

Mr. P. Barkwell, Law Department

REGRETS:

Mayor R. Morrow
Alderman B. Charters
Mr. F. Deys

1. Opening Remarks

The meeting was called to order at 8:15 a.m. The Chairman extended his congratulations to the CEO for his part in the successful execution of hosting a portion of the World Championship of Basketball games at Copps Coliseum and requested that on behalf of the Board congratulations be extended to all staff involved. Mr. Tidball advised that Hamilton was awarded the 1996 Grey Cup and that subsequently H.E.C.F.I. facilities would likely be utilized before, during and directly following the festivities. Congratulations were extended to the CEO, Mary Dow, and H.E.C.F.I. Sales Staff for their involvement respecting Hamilton's attainment of the 1997 CSAE Convention.

A. Operations Committee Seventh Report

The Operations Committee Seventh Report was reviewed by the Board.

1996 World Curling Championships: Creation of Designated Smoking Area

Alderman Anderson expressed concern that future problems may arise because of a lack of consistency in adhering to the existing *smoke-free* policy.

MOVED by Mr. Kujavsky, seconded by Mr. DiIanni that

THE REQUEST MADE BY THE HAMILTON 1996 WORLD CURLING CHAMPIONSHIPS ORGANIZING COMMITTEE TO CREATE A DESIGNATED PUBLIC SMOKING AREA FOR THEIR EVENT WITHIN THE WESTERN PORTION OF THE RINK LEVEL LICENCED LOUNGE BE APPROVED.

MOTION CARRIED. Mr. Ryder, Aldermen Anderson and Eisenberger opposed the motion.

Replacement of Acoustic Banner System:Release of Holdback

MOVED by Mrs. Dow, seconded by Alderman Eisenberger that

THE HOLDBACK MONIES RETAINED BY THE CORPORATION OF THE CITY OF HAMILTON, TREASURY DEPARTMENT, IN THE TOTAL AMOUNT OF \$30,886.83 BE RELEASED TO THE CONTRACTOR, NAMELY JOEL THEATRICAL RIGGING CONTRACTORS (1980) LTD.

MOTION CARRIED.

2. Correspondence

The Board received correspondence included in the agenda package as Attachment 2. Following a brief discussion it was agreed that the correspondence from Messrs. Foxcroft and Bowman would be forwarded to the respective employees by the CEO. At that time they will also be informed that they have the option to request the Human Resources Department to place the letter in their personnel files.

3. Minutes of Regular Meeting Held July 22, 1994

It was noted that page 8, third paragraph should read "*...to retender the project immediately was defeated, Mrs. Isbester, Messrs. Nolan, Tidball, Ryder, DiIanni, Kujavsky, Deys and Alderman Eisenberger voted against the motion.*"

MOVED by Mr. Ryder, seconded by Alderman Eisenberger that

THE MINUTES OF THE JULY 22, 1994 MEETING BE APPROVED AS AMENDED.

MOTION CARRIED.

4. Business Arising From the Minutes

4.1 Financial Results for the Period Ended July 31, 1994

The Board received the Financial Summary For the Seven Month Period Ended July 31, 1994 for information.

4.2 HP: Sound System/IMMAD Broadcast Services

MOVED by Mrs. Dow, seconded by Mrs. Isbester that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 8:50 A.M.

MOTION CARRIED.

MOVED by Alderman Eisenberger, seconded by Mr. Nolan that

THE IN-CAMERA SESSION BE ADJOURNED AT 8:55 A.M.

MOTION CARRIED.

MOVED by Alderman Eisenberger, seconded by Mr. Nolan that

H.E.C.F.I. ENDORSE MR. PETER BARKWELL'S RECOMMENDATION NOT TO PURSUE LEGAL ACTION AT THIS TIME AGAINST IMMAD BROADCAST SERVICES RESPECTING ITS WITHDRAWAL FROM THE HAMILTON PLACE SOUND IMPROVEMENT PROJECT.

MOTION CARRIED.

5. Private and Confidential

MOVED by Alderman Merling, seconded by Alderman Anderson that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 9:09 A.M.

MOTION CARRIED.

MOVED by Mrs. Isbester, seconded by Mr. Kujavsky that

THE IN-CAMERA SESSION BE ADJOURNED AT 9:15 A.M.

MOTION CARRIED.

6. New Business

Nil

7. Other Business

Nil

8. Date of Next Meeting

Friday, September 23, 1994

8:00 a.m.

Hamilton Convention Centre, Room 314

9. Adjournment

The meeting was adjourned at 9:16 a.m.

TAKEN AS READ AND APPROVED

William Tidball, Chairman

Patricia Bennett, Secretary



41
Hamilton
Entertainment
and Convention
Facilities Inc.

Financial Summary For The Eight Month Period Ended August 31, 1994

Actual Results For The Eight Month Period Ended August 31, 1993		(1) <u>Budget</u>	(2) <u>Actual</u>	(3) Favourable < Unfavourable > <u>Budget Variance</u>
\$4,218,386	Revenue	\$4,231,633	\$3,798,261	\$ < 433,372 >
<u>5,904,886</u>	Expenditures	<u>5,878,228</u>	<u>5,523,159</u>	<u>355,069</u>
	Excess of Expenditures Over Revenue From Operations			
<u>\$1,686,500</u>		<u>\$1,646,595</u>	<u>\$1,724,898</u>	<u>\$ < 78,303 ></u>

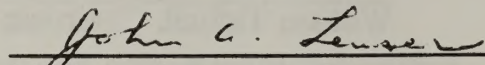
Comments:

HECFI's municipal contribution was over-expended by \$78,303 (see row 3, column 3 above) for the eight month period ended August 31, 1994. This represents an increase of \$31,485 in the over-expended amount reported to you last month for the seven month period ended July 31, 1994.

The \$31,485 increase in the over-expended municipal contribution for the month of August arose due primarily to revenue budget shortfalls at the Hamilton Convention Centre and an arbitration payment of \$17,706.

The \$78,303 over-expended municipal contribution for the eight month period ended August 31, 1994 arose primarily from a revenue budget shortfall of \$433,372 which occurred largely at the Hamilton Convention Centre and Copps Coliseum. In response to this situation, management has implemented selected spending freezes.

Please note that it is the policy of the City of Hamilton not to charge its departments and its related boards and commissions with their interest and debenture costs nor with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.


Mr. John A. Leuser, C.A.
Director of Finance and Administration

1994 September 14
Copps
Coliseum

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.
CONSOLIDATED STATEMENT OF REVENUE AND EXPENDITURE

	Annual 1994 Budget	Budgeted Operating Results For The Eight Month Period Ended August 31, 1994	Actual Operating Results For The Eight Month Period Ended August 31, 1994	Favourable/ (Unfavourable) Budget Variance Amount %		Actual Operating Results For The Eight Month Period Ended August 31, 1993
	(1)	(2)	(3)	(4)	(5)	(6)
REVENUE						
RENTAL, LICENCE FEES AND SHOW REVENUE	\$1,424,440	\$1,088,215	\$1,020,489	(\$67,726)	-6.2%	\$1,139,836
OTHER RENTALS	\$386,450	\$248,078	\$221,864	(\$26,214)	-10.6%	\$243,804
FOOD, BEVERAGE AND CONCESSIONS	\$2,355,180	\$1,467,630	\$1,083,759	(\$383,871)	-26.2%	\$1,279,516
RECOVERIES	\$1,730,520	\$996,345	\$1,056,988	\$60,643	6.1%	\$1,102,754
BOX OFFICE	\$435,160	\$265,795	\$254,814	(\$10,981)	-4.1%	\$273,830
OTHER	\$270,100	\$165,570	\$160,347	(\$5,223)	-3.2%	\$178,646
TOTAL REVENUE	\$6,601,850	\$4,231,633	\$3,798,261	(\$433,372)	-10.2%	\$4,218,386
EXPENDITURES						
OPERATIONS-ADMINISTRATION	\$344,870	\$229,715	\$222,441	\$7,274	3.2%	\$189,245
FOOD AND BEVERAGE	\$2,151,580	\$1,349,899	\$1,128,008	\$221,891	16.4%	\$1,380,183
EVENTS DELIVERY	\$2,241,270	\$1,437,937	\$1,426,078	\$11,859	0.8%	\$1,499,453
BUILDING OPERATIONS	\$1,413,530	\$927,738	\$904,453	\$23,285	2.5%	\$884,176
MARKETING AND PROMOTION	\$1,330,500	\$834,166	\$780,587	\$53,579	6.4%	\$857,498
ADMINISTRATION-CEO/BOARD	\$292,380	\$194,626	\$193,140	\$1,486	0.8%	\$225,632
PROFESSIONAL FEES	\$37,420	\$24,952	\$22,609	\$2,343	9.4%	\$14,169
FINANCE AND ADMINISTRATION	\$686,930	\$457,937	\$445,465	\$12,472	2.7%	\$446,978
BOX OFFICE	\$403,100	\$258,840	\$238,465	\$20,375	7.9%	\$272,313
INSURANCE	\$124,800	\$83,208	\$82,703	\$505	0.6%	\$91,639
PROVISION FOR CAPITAL REPLACEMENT	\$79,210	\$79,210	\$79,210	\$0	0.0%	\$43,600
TOTAL EXPENDITURES	\$9,105,590	\$5,878,228	\$5,523,159	\$355,069	6.0%	\$5,904,886
EXCESS OF EXPENDITURE OVER REVENUE FROM OPERATIONS	\$2,503,740	\$1,646,595	\$1,724,898	(\$78,303)	-4.8%	\$1,686,500
CONTRIBUTION FROM THE CITY	\$2,503,740	\$1,646,595	\$1,646,595	\$0	0.0%	\$1,729,145
UNDER EXPENDED MUNICIPAL CONTRIBUTION	\$0	\$0	(\$78,303)	(\$78,303)	0.0%	\$42,645

NOTE: It is the policy of the City of Hamilton not to charge its departments and its related boards and commissions utility and related overhead charges. Accordingly these financial statements do not reflect the above costs.

URBAN/MUNICIPAL
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A35
1994

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

MEETING OF THE BOARD OF DIRECTORS

Friday, October 28, 1994
8:00 a.m.

NOV 1 1994

Hamilton Place, Meeting Room #1, Studio Theatre Entrance

ORDER OF BUSINESS

~~DECLARATION OF CONFLICT OF INTEREST~~

1. Opening Remarks

ACTION ITEMS

- | | | |
|----|--|---------------------|
| A. | <i>Marketing and Sales Third Report</i> | <i>Attachment A</i> |
| B. | <i>Community Dinner: Gallery of Distinction
Induction and Dinner, November 9, 1994</i> | <i>Attachment B</i> |
| C. | <i>Community Dinner: 1995 B'Nai Brith Sports Celebrity Dinner</i> | <i>Attachment C</i> |

INFORMATION ITEMS

- | | | |
|----|---|----------------|
| 2. | Correspondence | Attachment 2 |
| 3. | Minutes of Regular Meeting Held September 23, 1994 | Attachment 3 |
| | 3.1 Errors or Omissions | |
| | 3.2 Motion for Approval | |
| 4. | Business Arising From the Minutes | |
| | 4.1 Financial Results for the Period Ended
September 30, 1994 | Attachment 4.1 |
| 5. | Private and Confidential | |
| | 5.1 Contractual Matters | |
| 6. | New Business | |
| 7. | Other Business | |
| 8. | Date of Next Meeting:

Friday, November 25, 1994
8:00 A.M.
Hamilton Convention Centre, Room 314 | |
| 9. | Adjournment | |

OUTSTANDING BUSINESS

Nil

BEAR MUNICIPAL

APR 1 1964

GOVERNMENT DOCUMENTS

A

MARKETING AND SALES COMMITTEE THIRD REPORT

The Marketing and Sales Committee presents its **THIRD** report from its meeting held October 18, 1994 and respectfully requests approval of the following:

1. C.P.I. Contract Amendment

THAT CLAUSE 4 (C) OF THE EXISTING THREE YEAR AGREEMENT BETWEEN H.E.C.F.I. AND CONCERT PRODUCTIONS INC. (B.C.L. ENTERTAINMENT CORP.) BE AMENDED TO REFLECT THAT IN THE EVENT C.P.I. DOES NOT PRODUCE A MINIMUM NUMBER OF TWENTY-ONE (21) CONCERTS OVER THE CONTRACTED THREE YEAR TERM, A PENALTY OF \$50,000. BE PAID TO H.E.C.F.I. AT THE CONCLUSION OF THE CONTRACT (DECEMBER 31, 1995); and

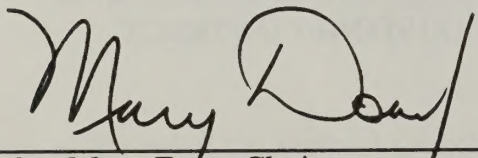
THAT THE CITY'S LAW DEPARTMENT BE REQUESTED TO DEVELOP THE APPLICABLE AMENDMENT TO THE EXISTING CONTRACT.

The Marketing and Sales Committee agreed that the following background information should be forwarded to the full Board for its information:

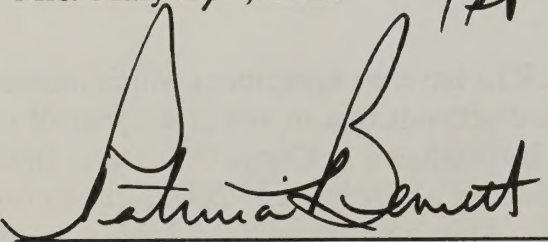
- H.E.C.F.I. and Concert Productions Inc. (C.P.I.) have an agreement which includes a paragraph pertaining to concert activity and sets out that in any given year of the term a minimum of seven (7) concerts shall be produced in Copps Coliseum. In the event that there is not seven (7) concerts produced a penalty of \$50,000., spread over the three years, is payable to H.E.C.F.I. This amount is in addition to the guaranteed amount of \$700,000. over the term of the agreement.
- In 1993 fewer than seven (7) concerts were produced and as a result, in February of 1994 H.E.C.F.I. requested payment of one-third of the \$50,000. C.P.I. responded in written form indicating to H.E.C.F.I. that their interpretation of the agreement was that the penalty of \$50,000. would be activated at the end of the term of the contract and that in the event that fewer than twenty-one (21) concerts were produced, H.E.C.F.I. would be entitled to the penalty of \$50,000.

- The City's Law Department concurs with the interpretation of H.E.C.F.I. senior staff. Notwithstanding the City's legal opinion, it became a contentious issue which required review. C.P.I. requested an audience with the H.E.C.F.I. Board which was referred to the Marketing and Sales Committee. C.P.I. was subsequently invited to the September Marketing and Sales Committee meeting where Mr. Riley O'Connor, senior talent buyer, presented his analysis of the concert industry - past, present and future. Mr. O'Connor requested that C.P.I.'s interpretation be accepted stating that it was comparable with agreements in other facilities.
- Board Members present at the meeting and staff discussed the pros and cons of amending the contract and in view of H.E.C.F.I.'s desire to maintain a lasting relationship with the largest producer of events in the world, coupled with the acknowledgement that chances of producing twenty-one concerts over three years has become increasingly difficult, the consensus was to amend the contract to reflect the payment of a penalty clause at the end of the contract term.

Respectfully submitted,



Mrs. Mary Dow, Chair



Patricia Bennett, Secretary

B

MEMO TO: H.E.C.F.I. BOARD OF DIRECTORS

FROM: Gabe Macaluso
Managing Director/CEO

DATE: October 21, 1994

SUBJECT: COMMUNITY DINNER:
Hamilton Gallery of Distinction

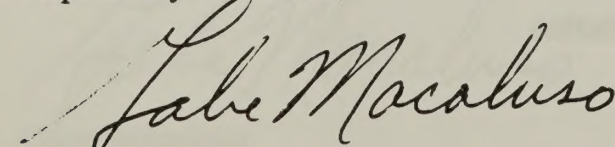
RECOMMENDATION:

THAT THE H.E.C.F.I. BOARD PURCHASE A TABLE OF TEN (10) TICKETS TO THE HAMILTON GALLERY OF DISTINCTION 1994 Induction Ceremonies and Dinner TO BE HELD WEDNESDAY, NOVEMBER 9, 1994 AT A COST OF \$600.

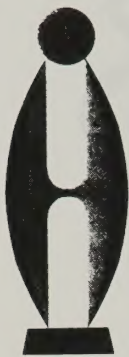
BACKGROUND:

- Traditionally, the H.E.C.F.I. Board has purchased a table of ten tickets to the Gallery of Distinction Induction Ceremonies and Dinner.
- Funding for the Board's attendance at this event was included in the 1994 Operating Budget.
- The event is prestigious; one which recognizes and honours past and present prominent citizens.
- The event has always been held at the Convention Centre and is well attended (in 1993 approximately 500 guests were in attendance).

Respectfully submitted,



Gabe Macaluso
Managing Director/CEO



Hamilton Gallery of Distinction

c/o Marcel D. Mongeon
Martin & Martin
402 - 4 Hughson Street South
Hamilton, Ontario L8N 3Z1

October 7, 1994

Board of Directors

Executive Committee:

Marcel D. Mongeon
President

Darryl Hartwick
Vice-President

Donald Harrison
Secretary

Margaret Thompson
Treasurer

Vic Hryhorchuk
Past President

Directors:

Gerald Aggus
Anne Bermingham
Richard Congdon
Frank d'Amico
Raymond Harris
Paul Jaggard
Judy Marsales
Jillian Rumble
Kevin Smith

Mr. G. Macaluso
Hamilton Entertainment and Convention Facilities Inc.
101 York Blvd.
Hamilton, Ontario
L8R 3L4

Dear Mr. Macaluso:

Re: Hamilton Gallery of Distinction

On behalf of the Board of Directors of the Hamilton Gallery of Distinction, I invite you to attend the 1994 Induction Ceremonies and Dinner.

This year we are honouring six prominent citizens whose accomplishments, detailed in the accompanying brochure, have brought renown to our community. Please join us to recognize their contributions on Wednesday, November 9, 1994 at the Hamilton Convention Centre. A reception is scheduled for 6:00 p.m. followed by dinner at 7:00 p.m.

Tickets are \$65 per person; tables of 10 are available for \$600. If you would like to attend, please return the completed tear-off portion of the brochure, along with your cheque, in the enclosed postage-paid envelope.

We look forward to seeing you on the 9th.

Sincerely,

P. R. Jaggard
Director, Hamilton Gallery of Distinction

Encl.

C

MEMO TO: H.E.C.F.I. BOARD OF DIRECTORS

FROM: Gabe Macaluso
Managing Director/CEO

DATE: October 21, 1994

SUBJECT: COMMUNITY DINNER:
1995 B'Nai Brith Sports Celebrity Dinner

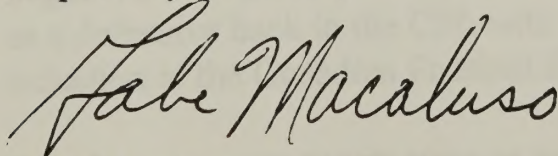
RECOMMENDATION:

THAT THE H.E.C.F.I. BOARD PURCHASE A TABLE OF TEN (10) TICKETS TO THE B'NAI BRITH SPORTS CELEBRITY DINNER TO BE HELD ON MONDAY, FEBRUARY 6, 1995 AT A COST OF \$850.

BACKGROUND:

- Traditionally, the H.E.C.F.I. Board has purchased a table of ten tickets to the B'Nai Brith Sports Celebrity Dinner.
- The event is held at the Convention Centre and is well attended (in 1993 approximately 1000 guests were in attendance).
- Proceeds from the dinner are contributed to the building funds of Hamilton's three major hospitals, as well as many other local charities.
- If the foregoing recommendation is approved funding for the Board's attendance at this event will be included in the 1995 Operating Budget.

Respectfully submitted,



Gabe Macaluso
Managing Director/CEO



SPORTS CELEBRITY DINNER

Viceroy Reading Lodge

Number 886, Hamilton, Ontario, Canada

44th Annual Sports Night - Monday, February 6th, 1995

All correspondence to: Stephen Foster, KMJ Products Ltd., 15 Biggar Avenue, Hamilton, Ontario L8L 3Z3

HONORARY CHAIRMAN
AND FOUNDER
Saul Smurlick

CHAIRMAN
Jeff Paikin

COMMITTEE
Gord Zack
Paul Hanover
Leslie Levitt
Cuppy Katz
Stephen Foster
Sheridan Lax
Jay Rosenblatt
Richard Levy
Jay State
Leslie Lasky
Ian Yanover
Barry Foster
Marvin Cohen
Ira Cowitz
Larry Szpirglas
Gary Waxman

FORMER

GUEST SPEAKERS
Frank "Pop" Ivy
Jessie Owens
Mel Allan
Jackie Robinson
Lou Groza
Otto Graham
Jim Trimble
Red Grange
Bill Veeck
Leo Durocher
Ara Parseghian
Bob Gibson
Ferguson Jenkins
Woody Hayes
Brooks Robinson
Peter Carelissimo
Rusty Staub
Don Meredith
Joe Paterno
Bob Devaney
Bob Uecker
Dick Williams
John McKay
Pete Rose
John Brodie
Dan Devine
Thurmon Munson
Bo Schembechler
Tom Seaver
Elroy Hirsch
Lou Holtz
Lou Piniella
George Blanda
Sparky Anderson
Fred Akers
Ron Luciano
Gary Carter
Susan Natress
Cindy Nicholas
Steve Stone
Tom Lasorda
Eddie Robinson
Joe Kapp
Whitey Herzog
Johnny Bench
Franco Harris
Steve Garvey
"Red" Holzman
Joe Theismann
Jon Miller
Ang Mosca
Marty Springstead
Ernie Whitt
Dave Broadfoot
Earl Weaver
Eddie Shack
Shane Conlan
Larry Csonka
Rick Dempsey
Dennis Hull
Brad Park
Rocky Bleier
Derwood Merrill
Larry Barnett
Pat Riley
Denny McLain
Dan Fouts
Eric Gregg
Tony Esposito
Hank Stram
Pat Gillick
Cito Gaston
Ron MacLean

October 6, 1994

Ms. Pat Bennett
c/o HECFI
101 York Blvd.
Hamilton, Ontario
L8A 3L4

Dear Ms. Bennett:

It is once again time to say thank you for your attendance at the 1994 B'Nai Brith Sports Celebrity Dinner. Through your support, we have been able to make significant contributions over the years to the building funds of our three major Hamilton hospitals, Ronald McDonald Building Fund, YMCA Building Fund, Shalom Village, The Hamilton-Wentworth Regional Cancer Clinic and many, many more worthwhile local charities.

We would like to advise you that the 1995 Dinner will take place Monday February 6, 1995, at the Hamilton Convention Center and our entire committee looks forward to your continuing participation.

As well as honouring our outstanding 1994 High School Athletes-of-the-Year in conjunction with The Hamilton Spectator, we feel we have put together a thoroughly entertaining head table.

Your committee is working diligently to put the finishing touches to this upcoming event; we look forward to seeing you there again.

For ticket information please contact one of the following:

Cuppy Katz	528-1787
Gord Zack	529-1149
Stephen Foster	548-6260
Jeff Paikin	416-364-0947.

Once again ticket prices will be \$85 per person (G.S.T. included).

Yours truly,

Jeff Paikin
Dinner Chairman

1995 B'nai Brith Dinner

Head Table Lineup:

Confirmed:

Jerry Tarkanian: Former head coach of the **University of Nevada Las Vegas (UNLV) Running Rebels** basketball team in the NCAA, as well as the **San Antonio Spurs** of the NBA. Jerry is the winningest coach of all time in the NCAA, and coached the Rebels to the National Championship.

Awaiting Confirmation:

Dave Andreychuk: Dave is a native of Hamilton and was the leading goal scorer on the **Toronto Maple Leafs** for the past two seasons. A power play specialist, Dave had a long and distinguished career as a **Buffalo Sabre** prior to coming to the Leafs in a trade for goalie Grant Fuhr.

Pat Borders: Pat is the starting catcher for the still defending World Series Champion **Toronto Blue Jays**. His career highlight came in 1992 when he was voted Most Valuable Player in the 1992 World Series victory for the Jays over Atlanta.

Isaiah Thomas: Isaiah has been hired as the general manager of the brand new **Toronto Raptors**, the first franchise in the NBA outside of the US. Isaiah has been a champion at every level, leading his **Indiana Hoosiers** to victory in the NCAA and his **Detroit Pistons** to back to back titles in the NBA.

Don Sutherin: Don got his first head coaching job this year with the **Hamilton Tiger-Cats** of the Canadian Football League. Don enjoyed a distinguished career as a defensive back in the CFL with the Tiger-Cats, which ultimately led him to induction in the Canadian Football Hall of Fame.

...and many more sports stars as well!!!!!!

✓ **National Office/
Bureau chef**

55 York St.
Suite 330
Toronto, ON
M5J 1R7
Tel (416) 362-2424
Fax (416) 362-3229

☐ **Atlantic Region/
Région Atlantique**

1657 Barrington St.
Suite 310
Halifax, NS
B3J 2A1
Tel (902) 492-0910
Fax (902) 492-0090

☐ **Association des
embouteilleurs de
boissons gazeuses
du Québec, Inc./
Québec Soft Drink
Bottlers Association**

Une division de
l'Association canadienne de
l'industrie des boissons
gazeuses/A Division of the
Canadian Soft Drink Assoc.
407, boul. St-Laurent,
bureau 500
Montréal, PQ
H2Y 2Y5
Tél (514) 874-3704
Fax (514) 866-4020

☐ **Ontario Region/
Région de l'Ontario**

P.O. Box 32
Royal Bank Plaza
South Tower
Toronto, ON
M5J 2J8
Tel (416) 369-3059
Fax (416) 865-0887

☐ **Western Region/
Région de l'Ouest**

210-8351 Alexandra Rd.
Richmond, BC
V6X 3P3
Tel (604) 244-2920
Fax (604) 244-2945

October 3, 1994

Gabe Macaluso
Managing Director/CEO
Hamilton Entertainment and Convention
Facilities Inc.
101 York Boulevard
Hamilton, ON
L8R 3L4

Dear Gabe:

This is a belated note of thanks for the marvellous evening Hamilton hosted the CSAE Board to in August. We had a wonderful time and very much appreciated Hamilton's support and generosity.

Could you extend my personal thanks to all who are deserving.

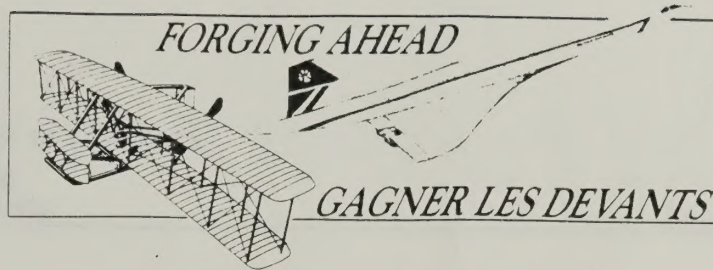
Kind regards,

Paulette

Paulette Vinette, CAE
President

:PV10/03/94
d:\worddoc\temp.doc





OCT 18 1994

October 13, 1994

Hamilton Entertainment and
Convention Facilities
101 York Blvd
Hamilton
Ont.
L8R 3L4

Attn: Mr. Gabe Macaluso.

Dear Gabe:

Thank you for the fantastic job your staff did for our Saturday night Gala for the Skål Congress.

The food presentation and food quality was excellent as well as the entertainment.

It was a great way to wind up the Congress.

I am pleased to enclose a copy of the program with your complimentary ad in.

Thanks again Gabe for a great job.

Skål

YD

Randy Raphael

3

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OR DIRECTORS

**Friday, September 23, 1994
8:00 a.m.
Hamilton Convention Centre, Room 314**

MINUTES

PRESENT: Mr. W. Tidball, Chairman
Alderman T. Anderson, First Vice-Chairman
Mr. C. Nolan, Second Vice-Chairman
Alderman H. Merling
Alderman B. Charters
Mrs. M. Dow
Mrs. J. Isbester
Mr. J. Kujavsky
Mr. G. Kay
Mr. F. Deys

ALSO PRESENT: Mr. J. Leuser
Mr. B. Snetsinger
Mr. B. Calder

REGRETS: Mayor R. Morrow
Alderman F. Eisenberger
Mr. M. Ryder
Mr. A. DiIanni

1. Opening Remarks

The Chairman called the meeting to order at 8:20 a.m. commenting about the well-attended Toronto Maple Leaf/Washington Capitals September 16th NHL hockey game and the well-deserved reception held in honour of Dave Andrychuk.

A. Operations Committee Eighth Report

MOVED by Mr. Kujavsky, seconded by Mr. Nolan that

THE OPERATIONS COMMITTEE EIGHTH REPORT BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

THAT THE FOLLOWING PRICE ADJUSTMENTS TO CONCESSION BEVERAGE ITEMS BE APPROVED AND IMPLEMENTED IMMEDIATELY:

- A) COFFEE (12 ONCE CUP) FROM \$1.00 TO \$1.25 INCLUDING ALL TAXES;**
- B) DRAFT BEER FROM \$3.30 FOR A 12 ONCE CUP TO \$3.75 FOR A 14 OUNCE CUP INCLUDING ALL TAXES.**

MOTION CARRIED.

2. Correspondence

MOVED by Alderman Anderson, seconded by Mr. Kay that

CORRESPONDENCE INCLUDED IN THE AGENDA PACKAGE AS ATTACHMENT 2 BE RECEIVED.

MOTION CARRIED.

3. Minutes of Regular Meeting Held August 26, 1994

MOVED by Mr. Nolan, seconded b Mr. Deys that

THE MINUTES OF THE REGULAR MEETING HELD AUGUST 26, 1994 BE APPROVED.

MOTION CARRIED.

4. Business Arising From the Minutes

4.1 Financial Results for the Period Ended August 31, 1994

MOVED by Mrs. Isbester, seconded by Mrs. Dow that

THE FINANCIAL SUMMARY FOR THE PERIOD ENDED AUGUST 31, 1994 BE RECEIVED.

MOTION CARRIED.

The Director of Finance and Administration advised that a detailed report will be presented to the October Finance and Administration Committee meeting summarizing the cuts/freezes which were made following the March meeting as well as what additional freezes/cuts are currently being implemented to offset the revenue shortfall.

4.2 HP: Sound System/IMMAD Broadcast Services

A memorandum dated September 22nd was received from the Assistant Manager of Purchasing to the Director of Operations/Events Delivery in which the Manager documents "...If HECFI staff agree with this recommendation (*to strike the supplier from the City's bidder list for a two year period as a result of withdrawing its tender C10-5-94 after acceptance by the HECFI Board*), please advise the writer for implementation of written notification to the vendor." Following brief discussion it was clarified that management concurs with the recommendation to strike the supplier from the bidder list for a two year period and will advise the Purchasing Department accordingly.

5. Private and Confidential

MOVED by Mr. Kay, seconded by Mrs. Isbester that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 8:30 A.M.

MOTION CARRIED.

All staff were requested to leave the meeting at 8:31 a.m.
Staff were directed back to the meeting at 9:19 a.m.

MOVED by Mr. Nolan, seconded by Mr. Deys that

THE IN-CAMERA SESSION BE ADJOURNED AT 9:20 A.M.

MOTION CARRIED.

6. New Business

Nil

7. Other Business

7.1 September 28, 1994 Workshop

Mr. Tidball advised that expected attendance at the September 28th Workshop is low; three of the four Aldermen are not expected to be there - the fourth has not indicated his intent; the Mayor will be out of town; Mr. Ryder will be teaching a class and Mr. Nolan can be there for one hour only. Following discussion the consensus was that the Workshop be postponed to February at which time the municipal election will have been completed and any new appointments to the Board will have been made.

7.2 Convention Centre Entrance

Mr. Kay observed on his way to the meeting that the entrance to the Convention Centre was very unattractive; chairs have been stacked beside newspaper and pamphlet stands. Mr. Kay stated that the entrance presents the client with his/her first impression of the building and if there are no funds to furnish the area appropriately, the entrance would be better if it was completely cleared rather than to be cluttered in its current fashion. The Director of Operations/Events Delivery advised that prices are currently being obtained for furniture for the area; replacement to take place in December. In the meantime, the stacked chairs will be removed.

8. Date of Next Meeting

Friday, October 28, 1994
Hamilton Place - Meeting Room #1

9. Adjournment

The meeting adjourned at 9:30 a.m.

TAKEN AS READ AND APPROVED

William Tidball, Chairman

Patricia Bennett, Secretary



Hamilton
Entertainment
and Convention
Facilities Inc.

4.1

Financial Summary
For The Nine Month Period Ended September 30, 1994

Actual Results For The Nine Month Period Ended <u>September 30, 1993</u>		(1) <u>Budget</u>	(2) <u>Actual</u>	(3) Favourable < Unfavourable > <u>Budget Variance</u>
\$4,828,098	Revenue	\$4,864,771	\$4,389,468	\$ < 475,303 >
<u>6,740,090</u>	Expenditures	<u>6,684,794</u>	<u>6,280,962</u>	<u>403,832</u>
	Excess of Expenditures Over Revenue From Operations			
<u>\$1,911,992</u>		<u>\$1,820,023</u>	<u>\$1,891,494</u>	<u>\$ < 71,471 ></u>

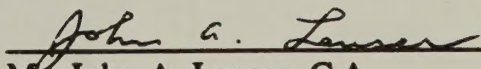
Comments:

HECFI's municipal contribution was over-expended by \$71,471 (see row 3, column 3 above) for the nine month period ended September 30, 1994. This represents a decrease of \$6,832 in the over-expended amount reported to you last month for the eight month period ended August 31, 1994.

The \$6,832 decrease in the over-expended municipal contribution for the month of September arose due primarily to revenue budget overages at Copps Coliseum (Elvis Stoyko event in particular).

The \$71,471 over-expended municipal contribution for the nine month period ended September 30, 1994 arose primarily from a revenue budget shortfall of \$475,303 which occurred largely at the Hamilton Convention Centre. In response to this situation, management has implemented selected spending freezes.

Please note that it is the policy of the City of Hamilton not to charge its departments and its related boards and commissions with their interest and debenture costs nor with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.


Mr. John A. Leuser, C.A.
Director of Finance and Administration

1994 October 18
Copps
Coliseum

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.
CONSOLIDATED STATEMENT OF REVENUE AND EXPENDITURE

	Annual 1994 Budget	Budgeted Operating Results For The nine Month Period Ended September 30 1994	Actual Operating Results For The nine Month Period Ended September 30 1994	Favourable/ (Unfavourable) Budget Variance Amount	%	Actual Operating Results For The nine Month Period Ended September 30 1993
	(1)	(2)	(3)	(4)	(5)	(6)
REVENUE						
RENTAL, LICENCE FEES AND SHOW REVENUE	\$1,424,440	\$1,187,530	\$1,165,143	(\$22,387)	-1.9%	\$1,225,095
OTHER RENTALS	\$386,450	\$280,730	\$252,811	(\$27,919)	-9.9%	\$273,680
FOOD, BEVERAGE AND CONCESSIONS	\$2,355,180	\$1,701,250	\$1,264,786	(\$436,464)	-25.7%	\$1,525,912
RECOVERIES	\$1,730,520	\$1,191,515	\$1,228,192	\$36,677	3.1%	\$1,306,057
BOX OFFICE	\$435,160	\$309,735	\$296,372	(\$13,363)	-4.3%	\$298,300
OTHER	\$270,100	\$194,011	\$182,164	(\$11,847)	-6.1%	\$199,054
TOTAL REVENUE	\$6,601,850	\$4,864,771	\$4,369,468	(\$475,303)	-9.8%	\$4,828,098
EXPENDITURES						
OPERATIONS-ADMINISTRATION	\$344,870	\$258,672	\$249,013	\$9,659	3.7%	\$213,831
FOOD AND BEVERAGE	\$2,151,580	\$1,555,147	\$1,320,414	\$234,733	15.1%	\$1,589,814
EVENTS DELIVERY	\$2,241,270	\$1,645,947	\$1,593,991	\$51,956	3.2%	\$1,729,964
BUILDING OPERATIONS	\$1,413,530	\$1,046,616	\$1,017,298	\$29,318	2.8%	\$986,269
MARKETING AND PROMOTION	\$1,330,500	\$952,383	\$919,268	\$33,115	3.5%	\$994,550
ADMINISTRATION-CEO/BOARD	\$292,380	\$219,228	\$217,968	\$1,260	0.6%	\$256,158
PROFESSIONAL FEES	\$37,420	\$28,071	\$26,589	\$1,482	5.3%	\$15,057
FINANCE AND ADMINISTRATION	\$686,930	\$515,693	\$499,505	\$16,188	3.1%	\$505,946
BOX OFFICE	\$403,100	\$290,218	\$264,744	\$25,474	8.8%	\$301,809
INSURANCE	\$124,800	\$93,609	\$92,962	\$647	0.7%	\$103,092
PROVISION FOR CAPITAL REPLACEMENT	\$79,210	\$79,210	\$79,210	\$0	0.0%	\$43,600
TOTAL EXPENDITURES	\$9,105,590	\$6,684,794	\$6,280,962	\$403,832	6.0%	\$6,740,090
EXCESS OF EXPENDITURE OVER REVENUE FROM OPERATIONS	\$2,503,740	\$1,820,023	\$1,891,494	(\$71,471)	-3.9%	\$1,911,992
CONTRIBUTION FROM THE CITY	\$2,503,740	\$1,820,023	\$1,820,023	\$0	0.0%	\$1,983,265
UNDER EXPENDED MUNICIPAL CONTRIBUTION	\$0	\$0	(\$71,471)	(\$71,471)	0.0%	\$71,273

NOTE: It is the policy of the City of Hamilton not to charge its departments and its related boards and commissions utility and related overhead charges. Accordingly these financial statements do not reflect the above costs.

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

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MEETING OF THE BOARD OF DIRECTORS

NOV 16 1994

Friday, November 18, 1994

8:00 a.m.

Hamilton Place, Meeting Room #1, Studio Theatre Entrance

GOVERNMENT DOCUMENTS

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

- A. Marketing and Sales Fourth Report

Attachment A

INFORMATION ITEMS

2. Correspondence

Nil

3. Minutes of Regular Meeting Held October 28, 1994

URBAN/MUNICIPAL

Attachment 3

3.1 Errors or Omissions

3.2 Motion for Approval

NOV 16 1994

4. Business Arising From the Minutes

5. Private and Confidential

GOVERNMENT DOCUMENTS

5.1 Contractual Matters

6. New Business

7. Other Business

8. Date of Next Meeting: *To Be Announced*

9. Adjournment

OUTSTANDING BUSINESS

Nil

November 14, 1994

Patricia Bennett

Secretary to the Board of Directors

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GOVERNMENT DOCUMENT

A

MARKETING AND SALES FOURTH REPORT

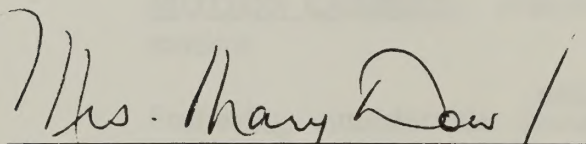
The Marketing and Sales Committee presents its **FOURTH** Report from its meeting held November 11, 1994 and respectfully requests approval of the following:

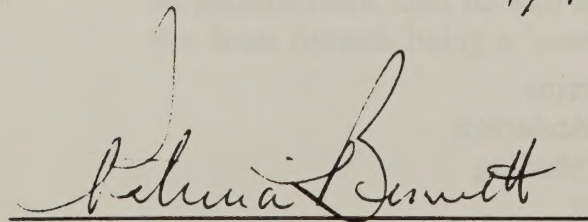
1. Copps Coliseum Display Advertising Sales

THAT THE AGREEMENT WITH NEON PRODUCTS LTD. AS EXCLUSIVE SALES AGENT FOR INTERIOR DISPLAY ADVERTISING SALES AT COPPS COLISEUM BE RENEWED FOR A ONE (1) YEAR PERIOD, COMMENCING DECEMBER 1, 1994; and

THAT A CONTRACTUAL AGREEMENT BE DEVELOPED IN CONSULTATION WITH THE SOLICITORS FOR THE CITY OF HAMILTON IN ACCORDANCE WITH THE TERMS AND CONDITIONS DETAILED IN MANAGEMENT'S NOVEMBER 11, 1994 REPORT.

Respectfully submitted,


Mrs. Mary Dow, Chair / p1


Patricia Bennett, Secretary

3.

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

October 28, 1994

8:00 a.m.

Hamilton Place, Meeting Room #1

MINUTES

PRESENT: Mr. W. Tidball, Chairman
Mr. C. Nolan, Second Vice-Chairman
Alderman B. Charters
Alderman F. Eisenberger
Mrs. M. Dow
Mr. M. Ryder
Mr. J. Kujavsky
Mrs. J. Isbester
Mr. F. Deys

ALSO PRESENT: Mr. G. Macaluso
Mr. J. Leuser
Mr. B. Snetsinger
Mr. B. Calder

REGRETS: Mayor R. Morrow
Alderman T. Anderson
Alderman H. Merling
Mr. A. DiIanni
Mr. G. Kay

1. Opening Remarks

The Chairman opened the meeting at 8:20 a.m. Congratulations were extended to Mr. Cam Nolan on the birth of Harrison P. Nolan, born October 24th; a second son for Mr. and Mrs. Nolan and brother to Ryan and McKenzie.

A. Marketing and Sales Third Report

MOVED by Mrs. Dow, seconded by Mr. Kujavsky that

CLAUSE 4 (C) OF THE EXISTING THREE YEAR AGREEMENT BETWEEN H.E.C.F.I. AND CONCERT PRODUCTIONS INC. (B.C.L. ENTERTAINMENT CORP.) BE AMENDED TO REFLECT THAT IN THE EVENT C.P.I. DOES NOT PRODUCE A MINIMUM NUMBER OF TWENTY-ONE (21) CONCERTS OVER THE CONTRACTED THREE YEAR TERM, A PENALTY OF \$50,000. BE PAID TO H.E.C.F.I. AT THE CONCLUSION OF THE CONTRACT (DECEMBER 31, 1995); and

THAT THE CITY'S LAW DEPARTMENT BE REQUESTED TO DEVELOP THE APPLICABLE AMENDMENT TO THE EXISTING CONTRACT.

MOTION CARRIED. Alderman Charters, Mr. Nolan opposed the motion.

Following considerable discussion it was agreed that when the Managing Director/CEO forwards the amended contract to C.P.I. for its endorsement, that he also make reference to C.P.I.'s acceptance of the Juno Awards being a "*community event*".

B. Community Dinner: Gallery of Distinction Induction and Dinner, November 9, 1994

MOVED by Mrs. Isbester, seconded by Mr. Nolan that

THE H.E.C.F.I. BOARD PURCHASE A TABLE OF TEN (10) TICKETS TO THE HAMILTON GALLERY OF DISTINCTION 1994 INDUCTION CEREMONIES AND DINNER TO BE HELD WEDNESDAY, NOVEMBER 9, 1994 AT A COST OF \$600.

MOTION CARRIED.

C. Community Dinner: 1995 B'Nai Brith Sports Celebrity Dinner

MOVED by Mrs. Isbester, seconded by Mr. Kujavsky that

THE H.E.C.F.I. BOARD PURCHASE A TABLE OF TEN (10) TICKETS TO THE B'NAI BRITH SPORTS CELEBRITY DINNER TO BE HELD ON MONDAY, FEBRUARY 6, 1995 AT A COST OF \$850.

MOTION CARRIED.

2. Correspondence

MOVED by Mrs. Dow, seconded by Mr. Ryder that

CORRESPONDENCE INCLUDED IN THE AGENDA AS ATTACHMENT 2 BE RECEIVED.

MOTION CARRIED.

3. Minutes of Regular Meeting Held September 23, 1994

MOVED by Mr. Nolan, seconded by Mr. Deys that

THE MINUTES OF THE SEPTEMBER 23, 1994 MEETING BE APPROVED.

MOTION CARRIED.

4. Business Arising From the Minutes

4.1 Financial Results for the Period Ended September 30, 1994

MOVED by Mrs. Isbester, seconded by Mr. Nolan that

THE FINANCIAL SUMMARY FOR THE NINE MONTH PERIOD ENDED SEPTEMBER 30, 1994 BE RECEIVED.

MOTION CARRIED.

5. Private and Confidential

MOVED by Mrs. Dow, seconded by Alderman Eisenberger that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 8:55 A.M.

MOTION CARRIED.

MOVED by Mr. Deys, seconded by Alderman Eisenberger that

THE MEETING MOVE OUT OF IN-CAMERA AT 9:20 A.M.

MOTION CARRIED.

6. New Business

Nil

7. Other Business

Nil

8. Date of Next Meeting

The Chairman advised that there is a possibility that the Board Meeting may be changed due to his and the CEO's attendance at the 1994 Grey Cup; this may also result in the Committee meeting dates having to be rescheduled.

9. Adjournment

The meeting adjourned at 9:31 a.m.

TAKEN AS READ AND APPROVED

William Tidball, Chairman

Patricia Bennett, Secretary



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